



City of
LAUNCESTON

COUNCIL MINUTES

COUNCIL MEETING
THURSDAY 28 JULY 2022
1.00pm

The Ordinary Meeting of the City of Launceston Council was held at the Council Chambers, Town Hall, St John Street, Launceston:

Date: 28 July 2022

Time: 1.00pm

Certificate of Qualified Advice

Background

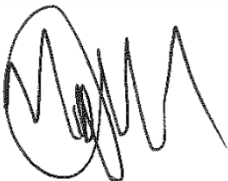
To comply with section 65 of the *Local Government Act 1993* (Tas):

1. A general manager must ensure that any advice, information or recommendation given to the council or a council committee is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation.
2. A council or council committee is not to decide on any matter which requires the advice of a qualified person without considering such advice unless -
 - (a) the general manager certifies, in writing -
 - (i) that such advice was obtained; and
 - (ii) the general manager took the advice into account in providing general advice to the council or council committee; and
 - (b) a copy of that advice or, if the advice was given orally, a written transcript or summary of that advice is provided to the council or council committee with the general manager's certificate.

Certification

I certify that:

- (i) the advice of a qualified person has been sought where required;
- (ii) this advice was taken into account in providing general advice to the council or council committee; and
- (iii) a copy of the advice, or a written transcript or summary of advice provided orally, is included with the agenda item.



**Michael Stretton
Chief Executive Officer**

AUDIO of COUNCIL MEETINGS

An audio recording of this Council Meeting, except for any part held in Closed Session, will be made in accordance with our Council Meetings - Audio Recording Policy - 14-Plx-008.

This Council Meeting was streamed live to and can be accessed at:
www.launceston.tas.gov.au/Council/Meetings/Listen .

The following information was provided to members of the public in respect of attendance at the Council Meeting.

PUBLIC ATTENDANCE AT THE COUNCIL MEETING

At the Council Meeting, please take care to follow signage and the directions of Council Officers to ensure that physical distancing and other COVID-19 safe behaviour is observed.

PUBLIC QUESTION TIME - AGENDA ITEM 8

Questions received in writing by close of business Wednesday of the week prior to the Council Meeting are treated as Questions on Notice. Your question and an answer will be published in the Agenda of the Council Meeting. Questions may be submitted to the Chief Executive Officer at contactus@launceston.tas.gov.au, PO Box 396, Launceston TAS 7250, or Town Hall, St John Street, Launceston.

If attending the Council Meeting in person, you may ask up to three questions during Public Question Time. If accepted, your questions will be either answered at the Meeting, or Taken on Notice and answered at a later Council Meeting.

PUBLIC COMMENT ON AGENDA ITEMS

When attending the Council Meeting, you will be asked if you wish to comment on an item in the Agenda. Prior to debate on that Agenda Item, you will be invited by the Chair to move to the public microphone at the doors to the Council Chambers and state your name and address.

Please note the following important information:

- Each item on the Agenda includes a Recommendation prepared by a Council Officer.
- You may speak for up to two minutes, either for or against the Recommendation.
- You may not ask questions or enter into debate with Councillors or Council Officers.
- Your statement is not to be defamatory, inappropriate or abusive, or be intended to embarrass any person, including Councillors or Council Officers.
- The Chair may direct you to stop speaking if you do not follow these rules, or if your statement repeats points that have already been made.
- Audio from our Council Meetings is streamed live via YouTube.

Your respectful contribution is welcome and appreciated.

LEGISLATIVE TERMINOLOGY - GENERAL MANAGER

At the City of Launceston, the positions of General Manager Community and Place, General Manager Organisational Services, General Manager Infrastructure and Assets and General Manager Creative Arts and Cultural Services do not assume the functions and powers of the term *general manager* in a legislative sense: any legislative functions and powers to be delegated to these roles will be made by Council or the Chief Executive Officer. At the City of Launceston, the title Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the *Local Government Act 1993* (Tas). For the avoidance of doubt, *Chief Executive Officer* means *General Manager* for the purposes of the *Local Government Act 1993* (Tas) and all other legislation administered by or concerning Council.

Present:

Councillor A M van Zetten (Mayor)
Councillor D C Gibson (Deputy Mayor)
Councillor R I Soward (retired from Meeting at 2.22pm)
Councillor K P Stojansek
Councillor A E Dawkins
Councillor N D Daking (retired from Meeting at 2.53pm)
Councillor P S Spencer
Councillor A G Harris
Councillor T G Walker
Councillor K M Preece

In Attendance:

Michael Stretton (Chief Executive Officer)
Dan Ryan (General Manager Community and Place Network)
Paul Gimpl (Acting General Manager Organisational Services Network
and Chief Financial Officer)
Shane Eberhardt (General Manager Infrastructure and Assets Network)
Richard Jamieson (Manager City Development) (Agenda Items 10.1, 10.2 and 10.3)
Catherine Mainsbridge (Senior Town Planner) (Agenda Item 10.1)
Dileep Karna (Graduate Town Planner) (Agenda Item 10.2)
Duncan Payton (Town Planner) (Agenda Item 10.3)
Caralisa Farrell (Team Leader Community Development) (Agenda Items 14.1
and 14.2)
Erica McCarthy (Manager Building Assets and Investigations) (Agenda Items 16.1,
16.2 and 16.3)
Leanne Purchase (Manager Governance) (Agenda Item 17.1)
Duncan Campbell (Team Leader Legal Services) (Agenda Item 17.2)
Courtney Osborne (Corporate Performance and Planning Officer)
(Agenda Items 17.3 and 17.4)
Pepper Griffiths (Team Leader Performance and Planning) (Agenda Items 17.3
and 17.4)
Nathan Williams (Manager Finance) (Agenda Items 17.5 and 17.6)
Kelsey Hartland (Team Leader Governance)
Anthea Rooney (Council and Committees Officer)

Apologies:

Councillor D H McKenzie
Councillor J G Cox

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1. OPENING OF MEETING - ATTENDANCE AND APOLOGIES

The Mayor, Councillor A M van Zetten, opened the Meeting at 1.00pm and noted apologies from Councillor J G Cox and Councillor D H McKenzie.

A minute's silence was held for former Alderman Basil Fitch, who the Mayor said was a passionate advocate as both an Alderman and following his term on Council, an advocate for the community. The Mayor passed on Council's condolences to his wife and family.

2. MAYORAL ACKNOWLEDGEMENTS

The Mayor advised that the Council had recently been awarded a People's Choice Award at the Australian Men's Health Forum 2022 for the City of Launceston and the Launceston Suicide Prevention Trial's - *Barbers for Life Program*.

3. DECLARATIONS OF INTEREST

Local Government Act 1993 (Tas) - section 48

(A councillor must declare any interest that the councillor has in a matter before any discussion on that matter commences).

Councillor N D Daking declared an interest in Agenda Item - 16.2 - Waste Management and End of Trip Facilities Project - Town Hall Annex

4. CONFIRMATION OF MINUTES

Local Government (Meeting Procedures) Regulations 2015 - Regulation 35(1)(b)

RECOMMENDATION:

That the Minutes of the Ordinary Meeting of the City of Launceston Council held on 14 July 2022 be confirmed as a true and correct record.

DECISION: 28 July 2022

MOTION

Moved Deputy Mayor Councillor D C Gibson, seconded Councillor A G Harris.

That the Minutes of the Ordinary Meeting of the City of Launceston Council held on 14 July 2022 be confirmed as a true and correct record.

CARRIED 10:0

FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor R I Soward, Councillor K P Stojansek, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris, Councillor T G Walker and Councillor K M Preece

AGAINST VOTE: Nil

5. COUNCIL WORKSHOPS

Local Government (Meeting Procedures) Regulations 2015 - Regulation 8(2)(c)

5.1 Council Workshop Report - 21 July 2022

FILE NO: SF4401

AUTHOR: Anthea Rooney (Council and Committees Officer)

GENERAL MANAGER APPROVAL: Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider Council Workshops conducted since the last Council Meeting.

RELEVANT LEGISLATION:

Local Government (Meeting Procedures) Regulations 2015 - Regulation 8(2)(c)

RECOMMENDATION:

That, pursuant to Regulation 8(2)(c) of the *Local Government (Meeting Procedures) Regulations 2015*, Council notes the Council Workshops conducted since the last Council Meeting, for the purposes described:

Workshops conducted on 21 July 2022:

University of Tasmania Newnham Development Strategy

Councillors received a presentation from the University of Tasmania on the preparation of a Newnham Development Strategy that builds upon the Newnham Masterplan.

State Planning Provisions Review

Councillors considered a draft submission to the State Planning Provisions Review.

Closure of Portion of a Highway

Councillors discussed a request to seek closure of a portion of a road verge as a highway.

Tamar Estuary Management Taskforce Update

Councillors received a periodic update on the organisation's activities.

Pump Track Assessment

Councillors were provided with a report and engaged in discussion on the assessment of locations for the provision of pump tracks within the Launceston municipality.

Homelessness Advisory Committee Councillor Nominations

Councillors discussed representation on the Homelessness Committee and undertook a review of the current Terms of Reference.

DECISION: 28 July 2022

MOTION

Moved Councillor A G Harris, seconded Councillor T G Walker.

That, pursuant to Regulation 8(2)(c) of the *Local Government (Meeting Procedures) Regulations 2015*, Council notes the Council Workshops conducted since the last Council Meeting, for the purposes described:

Workshops conducted on 21 July 2022:

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Councillors discussed representation on the Homelessness Committee and undertook a review of the current Terms of Reference.

CARRIED 10:0

FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor R I Soward, Councillor K P Stojansek, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris, Councillor T G Walker and Councillor K M Preece

AGAINST VOTE: Nil

6. COUNCILLORS' LEAVE OF ABSENCE APPLICATIONS

Local Government (Meeting Procedures) Regulations 2015 - Regulation 8(2)

No Councillors' Leave of Absence Applications were identified as part of these Minutes

7. COMMUNITY REPORTS

(Community Reports allow an opportunity for Community Groups to provide Council with a three minute verbal presentation detailing activities of the group. This report is not intended to be used as the time to speak on Agenda Items; that opportunity exists when that Agenda Item is about to be considered. Speakers are not to request funding or ask questions of Council. Printed documentation may be left for Councillors).

No Community Reports were identified as part of these Minutes

8. PUBLIC QUESTION TIME

Local Government (Meeting Procedures) Regulations 2015 - Regulation 31

8.1 Public Questions on Notice

Local Government (Meeting Procedures) Regulations 2015 - Regulation 31(1)

No Public Questions on Notice were identified as part of these Minutes

8.2 Public Questions Without Notice

Local Government (Meeting Procedures) Regulations 2015 - Regulation 31(2)(b)

8.2.1 Public Questions Without Notice - Ron Baines - CBD Traffic Concerns

1. An article in *The Examiner* in mid-June contained a statement by Launceston Mayor Albert van Zetten, which stated:

As a Council we have a great ambition to see less traffic and more people out about enjoying the City.

The statement tends to exclude the elderly, the disabled or any group that requires their own mode transport to access our CBD area. In effect, it is a devious form of discrimination toward these people.

How do you intend to restore the trust and faith in the City of Launceston Council that this statement has destroyed?

The Mayor, Councillor A M van Zetten, responded by saying that the City of Launceston is making the City centre more friendly for the elderly, for those in wheelchairs and for those people who can not get around easily by making it so there is less traffic in the City so they are able to get about. We will still have disability parking; we will still have taxis; we will still have Ubers and we will still have buses. People will still be able to choose their method of getting into town but they will have less traffic whilst they are in the middle of the CBD. We are only talking about a very small section of the CBD where this is referring to. You can still park, in some places, within a 100m of where you want to go.

2. How do people who need cars get into the City?

The Mayor, Councillor A M van Zetten, responded by saying they will enter the City like they do now - in their cars and they will park, either in a car park or in a disability spot or on a meter or wherever they like. People will still be able to use their cars, nothing has been said about not using cars.

9. PETITIONS

9.1 Petition - North Esk Memorial Hall Committee - Ronald Dennis

FILE NO: SF0097/SF0391/SF0390

AUTHOR: Anthea Rooney (Council and Committees Officer)

CHIEF EXECUTIVE OFFICER APPROVAL: Michael Stretton

DECISION STATEMENT:

To receive a petition submitted by Ronald Dennis regarding the North Esk Memorial Hall Committee.

STATUTORY REQUIREMENTS:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council, pursuant to section 58(2) of the *Local Government Act 1993 (Tas)*, receives the petition regarding the North Esk Memorial Hall Committee tabled by the Chief Executive Officer and submitted by Ronald Dennis.

DECISION: 28 July 2022

MOTION

Moved Councillor P S Spencer, seconded Councillor T G Walker.

That Council, pursuant to section 58(2) of the *Local Government Act 1993 (Tas)*, receives the petition regarding the North Esk Memorial Hall Committee tabled by the Chief Executive Officer and submitted by Ronald Dennis.

CARRIED 10:0

FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor R I Soward, Councillor K P Stojansek, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris, Councillor T G Walker and Councillor K M Preece

AGAINST VOTE: Nil

10. PLANNING AUTHORITY

The Mayor, Councillor A M van Zetten, announced that under the provisions of the *Land Use Planning and Approvals Act 1993*, Council acts as a Planning Authority in regard to items included in Agenda Item 9 - Planning Authority.

10.1 DA0202/2022 - 26 Beverley Hills Road, Newstead - Subdivision - Sub-divide One Lot into Three Lots

FILE NO: DA0202/2022

AUTHOR: Catherine Mainsbridge (Senior Town Planner)

GENERAL MANAGER APPROVAL: Dan Ryan (Community and Place Network)

DECISION STATEMENT:

To consider and determine a development application pursuant to the *Land Use Planning and Approvals Act 1993*.

PLANNING APPLICATION INFORMATION:

Applicant:	Woolcott Surveys Pty Ltd
Property:	26 Beverley Hills Road, Newstead
Zoning:	General Residential
Receipt Date:	14/04/2022
Validity Date:	28/06/2022
Further Information Request:	03/05/2022
Further Information Received:	15/06/2022
Deemed Approval:	9/08/2022
Representations:	Four

RELEVANT LEGISLATION:

Land Use Planning and Approvals Act 1993
Launceston Interim Planning Scheme 2015

STANDARDS REQUIRING PLANNING DISCRETION:

10.4.12 Earthworks and retaining walls
E3.6.1 Development on Land Subject to Risk of Landslip

RECOMMENDATION:

That, in accordance with sections 51 and 57 of the *Land Use Planning and Approvals Act 1993* and the Launceston Interim Planning Scheme 2015, a permit be granted for DA0202/2022 Subdivision - subdivide one lot into three lots at 26 Beverley Hills Road, Newstead, subject to the following conditions:

1. ENDORSED PLANS AND DOCUMENTS

The use and development must be carried out in accordance with the endorsed plans and documents to the satisfaction of the Council unless modified by a condition of the Permit:

- a. Subdivision Plan, Prepared by Woolcott Surveys, Job No. L220125, Sheet 1/1, Scale 1:400@A3, Dated 14/06/2022.

2. FINAL PLAN OF SURVEY

The Final Plan will not be sealed until all conditions have been complied with.

3. GEOTECHNICAL REPORT

A geotechnical report must be submitted prior the construction plans to verify that the development addresses the requirements of the Landslide Code (E2.0).

4. LEGAL TITLE

All development and use associated with the proposal must be confined to the legal title of the subject land except construction of access from the street.

5. HOURS OF CONSTRUCTION

Construction works must only be carried out between the hours of:

Monday to Friday - 7am to 6pm

Saturday - 8am to 5pm

No works on Sunday or Public Holidays

6. TASWATER

The development must comply with the requirements of TasWater as detailed in the form Submission to Planning Authority Notice, Reference No. TWDA 2022/00580-LCC, dated 02/05/2022 and attached to the permit.

7. COVENANTS ON SUBDIVISIONS

Covenants, or similar restrictive controls, must not be included on or otherwise imposed on the titles to the lots created by the subdivision permitted by this permit unless:

- a. such covenants or controls are expressly authorised by the terms of this permit; or
- b. such covenants or similar controls are expressly authorised by the consent in writing of the Council.
- c. such covenants or similar controls are submitted for and receive written approval by Council prior to submission of a Plan of Survey and associated title documentation is submitted to the Council for sealing.

8. DAMAGE TO THE COUNCIL'S INFRASTRUCTURE

The developer is liable for all costs associated with the repair of damage to the Council's infrastructure resulting from non-compliance with the conditions of the Planning Permit and any by-law or legislation relevant to the development activity on the site. Damage may also include the undertaking of unauthorised works to the Council's infrastructure such as driveways, footpaths and stormwater infrastructure. The developer will also be liable for all reasonable costs associated with the enforcement of compliance with the conditions, by-laws and legislation relevant to the development activity on the site.

9. WORKS WITHIN/OCCUPATION OF THE ROAD RESERVE

All works in (or requiring the occupation of) the road reserve must be carried out in accordance with a detailed Traffic Management Plan prepared by a qualified person in accordance with the requirements of Australian Standard AS1742. A copy of such plan is to be maintained on site and available for inspection upon request by an Authorised Officer.

The explicit permission of Infrastructure and Engineering is required prior to undertaking works where the works:

- a. require a road or lane closure;
- b. require occupation of the road reserve for more than one week at a particular location;
- c. are in nominated high traffic locations; or
- d. involve opening or breaking trafficable surfaces.

Where the work is associated with the installation, removal or modification of a driveway or a stormwater connection, the approval of a permit for such works shall form the explicit approval.

10. TRENCH REINSTATEMENT FOR NEW/ALTERED CONNECTIONS

Where a service connection to a public main or utility is to be relocated/upsized or removed then the trench within the road pavement is to be reinstated in accordance with LGAT-IPWEA Tasmanian Standard Drawing TSD-G01 Trench Reinstatement Flexible Pavements and Council policy 27-Rfx-012 Standards for Surface Reinstatement of Works in the Road Service. The asphalt patch is to be placed to ensure a water tight seal against the existing asphalt surface. Any defect in the trench reinstatement that becomes apparent within 12 months of the works is to be repaired at the cost of the applicant.

11. SOIL AND WATER MANAGEMENT PLAN

Prior to the commencement of the development works the applicant must install all necessary silt fences and cut-off drains to prevent the soil, gravel and other debris from escaping the site. Additional works may be required on complex sites. No material or debris is to be transported onto the road reserve (including the nature strip, footpath and road pavement). Any material that is deposited on the road reserve as a result of the development activity is to be removed by the applicant. The silt fencing, cut off drains and other works to minimise erosion are to be maintained on the site until such time as the site has revegetated sufficiently to mitigate erosion and sediment transport.

12. SUBMISSION AND APPROVAL OF PLANS

Prior to the commencement of the development of the site, detailed plans and specifications must be submitted to the General Manager Infrastructure and Assets Network for approval. Such plans and specifications must:

- a. include all infrastructure works required by the permit or shown in the endorsed plans and specifications including:
 - i. the provision of a single DN100 stormwater connection provided to the lowest point of each lot.
 - ii. the construction of a driveway to provide access to the bulk of each lot.
 - iii. the provision of an electricity connection for all proposed lots.
 - iv. the provision of a communications connection for each of the proposed lots.

- b. be prepared strictly in accordance with the Tasmanian Subdivision Guidelines and the LGAT-IPWEA Tasmanian Standard Drawings applicable at the date of submission of the plans.
- c. be prepared by a suitably qualified and experienced engineer or Engineering Consultancy.
- d. be accompanied by:
 - i. an estimate of the construction cost of the future public works together with a schedule of the major components and their relevant costs; and
 - ii. a fee of 1.5% of the public works estimate (or a minimum of \$250). Such fee covers assessment of the plans and specifications, audit inspections and Practical Completion and Final inspections.

13. CONSTRUCTION DOCUMENTATION

At the time of practical completion for the public works, the developer must provide the Council with construction documentation sufficient to show that the works are completed in accordance with the Council's standards and are locatable for maintenance or connection purposes. The construction documentation is to consist of:

- a. an *as constructed* plan in accordance with the Council's standard requirements for as constructed drawings. A separate copy of the requirements is available from Infrastructure and Assets Network.
- b. a Closed Circuit Television inspection report for all sewers or drains constructed or incorporated in the works.
- c. compaction and soil test results for all earthworks or pavement works.
- d. an engineer's certificate that each component of the works comply with the approved engineering plans and the Council's standards.

14. EASEMENTS

Easements are required over all the Council's and third party services located in private property. The minimum width of any easement must be 3m for the Council's (public) mains. A greater width will be required in line with the LCC document *How close can I build to a Council Service?* where the internal diameter of the pipe is greater than 475mm or where the depth of the pipe exceeds 2.1m. A lesser width may be approved for a private service prior to the lodgement of a final plan of survey.

15. SEALING PLANS OF SUBDIVISION

No Plan of Survey shall be sealed until the following matters have been completed to the satisfaction of the General Manager Infrastructure and Assets Network:

- a. the satisfactory completion of all public infrastructure works including the provision of engineering certification and as constructed documentation in accordance the Council's requirements.
- b. the subsequent issue of a Certificate of Practical Completion by the General Manager Infrastructure and Assets Network.
- c. the lodgement of a bond and bank guarantee/cash deposit for the duration of the Defect Liability Period.

Any other payment or action required by a planning permit condition to occur prior to the sealing of the Final Plan of Survey.

16. AS CONSTRUCTED PLANS

An *as constructed* plan must be provided in accordance with the Council's standard requirements for as constructed drawings. A separate copy of the requirements is available from the Infrastructure and Assets Network.

17. AMENITY

The construction of the development permitted by this permit must not adversely affect the amenity of the site and the locality by reason of the processes carried on; the transportation of materials, goods or commodities to or from the subject land; the appearance of any buildings, works or materials; the emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil; the presence of vermin or otherwise.

18. NO BURNING OF WASTE

No burning of any waste materials, including removed vegetation, generated by the construction process, to be undertaken on-site. Any such waste materials to be removed to a licensed refuse disposal facility (eg. Launceston Waste Centre), reclaimed or recycled.

19. PAYMENT IN LIEU OF PUBLIC OPEN SPACE

Prior to the sealing of the Final Plan of Survey, the developer must pay to the Council a sum equivalent to 5% of the unimproved value of the approved lots shown on the final plan. The valuation shall be determined by a registered land valuer and must be not more than 12 months old at the time of the sealing of the final plan. Valuations are to be procured at the subdivider's expense.

Notes

A. General

This permit was issued based on the proposal documents submitted for DA0202/2022. You should contact the Council with any other use or developments, as they may require the separate approval of the Council. The Council's Planning staff can be contacted on 6323 3000.

This permit takes effect after:

- a. The 14 day appeal period expires; or*
- b. Any appeal to the Tasmanian Civil and Administrative Appeal Tribunal (TASCAT) is withdrawn or determined; or*
- c. Any agreement that is required by this permit pursuant to Part V of the Land Use Planning and Approvals Act 1993 is executed; or*
- d. Any other required approvals under this or any other Act are granted.*

The permit lapses after a period of two years if the development or use has not substantially commenced within that period. An extension may be granted subject to the provisions of the Land Use Planning and Approvals Act 1993 as amended, by request to the Council.

B. Restrictive Covenants

The granting of this permit takes no account of any covenants applicable to the land. The permit holder and any other interested party, should make their own enquiries as to whether the proposed development is affected, restricted or prohibited by any such covenant.

If the proposal is non-compliant with any restrictive covenants, those restrictive covenants should be removed from the title prior to construction commencing or the owner will carry the liability of potential legal action in the future.

C. Appeal Provisions

A planning appeal may be instituted by lodging a notice of appeal with the Registrar of the Tasmanian Civil and Administrative Tribunal (TASCAT).

A planning appeal may be instituted within 14 days of the date the Corporation serves notice of the decision on the applicant.

For more information see the Tasmanian Civil and Administrative Tribunal (TASCAT) website www.tascat.tas.gov.au <<http://www.tascat.tas.gov.au>>.

D. Permit Commencement

If an applicant is the only person with a right of appeal pursuant to section 61 of the Land Use Planning and Approvals Act 1993 and wishes to commence the use or development for which the permit has been granted within that 14 day period, the Council must be so notified in writing. A copy of the Council's Notice to Waive Right of Appeal is attached.

Michelle Schleiger spoke for the Recommendation

DECISION: 28 July 2022

MOTION

Moved Councillor A G Harris, seconded Councillor T G Walker.

That, in accordance with sections 51 and 57 of the *Land Use Planning and Approvals Act 1993* and the Launceston Interim Planning Scheme 2015, a permit be granted for DA0202/2022 Subdivision - subdivide one lot into three lots at 26 Beverley Hills Road, Newstead, subject to the following conditions:

1. ENDORSED PLANS AND DOCUMENTS

The use and development must be carried out in accordance with the endorsed plans and documents to the satisfaction of the Council unless modified by a condition of the Permit:

- a. Subdivision Plan, Prepared by Woolcott Surveys, Job No. L220125, Sheet 1/1, Scale 1:400@A3, Dated 14/06/2022.**

2. FINAL PLAN OF SURVEY

The Final Plan will not be sealed until all conditions have been complied with.

3. GEOTECHNICAL REPORT

A geotechnical report must be submitted prior the construction plans to verify that the development addresses the requirements of the Landslide Code (E2.0).

4. LEGAL TITLE

All development and use associated with the proposal must be confined to the legal title of the subject land except construction of access from the street.

5. HOURS OF CONSTRUCTION

Construction works must only be carried out between the hours of:

Monday to Friday - 7am to 6pm

Saturday - 8am to 5pm

No works on Sunday or Public Holidays

6. TASWATER

The development must comply with the requirements of TasWater as detailed in the form Submission to Planning Authority Notice, Reference No. TWDA 2022/00580-LCC, dated 02/05/2022 and attached to the permit.

7. COVENANTS ON SUBDIVISIONS

Covenants, or similar restrictive controls, must not be included on or otherwise imposed on the titles to the lots created by the subdivision permitted by this permit unless:

- a. such covenants or controls are expressly authorised by the terms of this permit;
or
- b. such covenants or similar controls are expressly authorised by the consent in writing of the Council.
- c. such covenants or similar controls are submitted for and receive written approval by Council prior to submission of a Plan of Survey and associated title documentation is submitted to the Council for sealing.

8. DAMAGE TO THE COUNCIL'S INFRASTRUCTURE

The developer is liable for all costs associated with the repair of damage to the Council's infrastructure resulting from non-compliance with the conditions of the Planning Permit and any by-law or legislation relevant to the development activity on the site. Damage may also include the undertaking of unauthorised works to the Council's infrastructure such as driveways, footpaths and stormwater infrastructure. The developer will also be liable for all reasonable costs associated with the enforcement of compliance with the conditions, by-laws and legislation relevant to the development activity on the site.

9. WORKS WITHIN/OCCUPATION OF THE ROAD RESERVE

All works in (or requiring the occupation of) the road reserve must be carried out in accordance with a detailed Traffic Management Plan prepared by a qualified person in accordance with the requirements of Australian Standard AS1742. A copy of such plan is to be maintained on site and available for inspection upon request by an Authorised Officer.

The explicit permission of Infrastructure and Engineering is required prior to undertaking works where the works:

- a. require a road or lane closure;
- b. require occupation of the road reserve for more than one week at a particular location;
- c. are in nominated high traffic locations; or
- d. involve opening or breaking trafficable surfaces.

Where the work is associated with the installation, removal or modification of a driveway or a stormwater connection, the approval of a permit for such works shall form the explicit approval.

10. TRENCH REINSTATEMENT FOR NEW/ALTERED CONNECTIONS

Where a service connection to a public main or utility is to be relocated/upsized or removed then the trench within the road pavement is to be reinstated in accordance with LGAT-IPWEA Tasmanian Standard Drawing TSD-G01 Trench Reinstatement Flexible Pavements and Council policy 27-Rfx-012 Standards for Surface Reinstatement of Works in the Road Service. The asphalt patch is to be placed to ensure a water tight seal against the existing asphalt surface. Any defect in the trench reinstatement that becomes apparent within 12 months of the works is to be repaired at the cost of the applicant.

11. SOIL AND WATER MANAGEMENT PLAN

Prior to the commencement of the development works the applicant must install all necessary silt fences and cut-off drains to prevent the soil, gravel and other debris from escaping the site. Additional works may be required on complex sites. No material or debris is to be transported onto the road reserve (including the nature strip, footpath and road pavement). Any material that is deposited on the road reserve as a result of the development activity is to be removed by the applicant. The silt fencing, cut off drains and other works to minimise erosion are to be maintained on the site until such time as the site has revegetated sufficiently to mitigate erosion and sediment transport.

12. SUBMISSION AND APPROVAL OF PLANS

Prior to the commencement of the development of the site, detailed plans and specifications must be submitted to the General Manager Infrastructure and Assets Network for approval. Such plans and specifications must:

- a. include all infrastructure works required by the permit or shown in the endorsed plans and specifications including:
 - i. the provision of a single DN100 stormwater connection provided to the lowest point of each lot.
 - ii. the construction of a driveway to provide access to the bulk of each lot.
 - iii. the provision of an electricity connection for all proposed lots.
 - iv. the provision of a communications connection for each of the proposed lots.
- b. be prepared strictly in accordance with the Tasmanian Subdivision Guidelines and the LGAT-IPWEA Tasmanian Standard Drawings applicable at the date of submission of the plans.
- c. be prepared by a suitably qualified and experienced engineer or Engineering Consultancy.

- d. be accompanied by:
 - i. an estimate of the construction cost of the future public works together with a schedule of the major components and their relevant costs; and
 - ii. a fee of 1.5% of the public works estimate (or a minimum of \$250). Such fee covers assessment of the plans and specifications, audit inspections and Practical Completion and Final inspections.

13. CONSTRUCTION DOCUMENTATION

At the time of practical completion for the public works, the developer must provide the Council with construction documentation sufficient to show that the works are completed in accordance with the Council's standards and are locatable for maintenance or connection purposes. The construction documentation is to consist of:

- a. an *as constructed* plan in accordance with the Council's standard requirements for as constructed drawings. A separate copy of the requirements is available from Infrastructure and Assets Network.
- b. a Closed Circuit Television inspection report for all sewers or drains constructed or incorporated in the works.
- c. compaction and soil test results for all earthworks or pavement works.
- d. an engineer's certificate that each component of the works comply with the approved engineering plans and the Council's standards.

14. EASEMENTS

Easements are required over all the Council's and third party services located in private property. The minimum width of any easement must be 3m for the Council's (public) mains. A greater width will be required in line with the LCC document *How close can I build to a Council Service?* where the internal diameter of the pipe is greater than 475mm or where the depth of the pipe exceeds 2.1m. A lesser width may be approved for a private service prior to the lodgement of a final plan of survey.

15. SEALING PLANS OF SUBDIVISION

No Plan of Survey shall be sealed until the following matters have been completed to the satisfaction of the General Manager Infrastructure and Assets Network:

- a. the satisfactory completion of all public infrastructure works including the provision of engineering certification and as constructed documentation in accordance the Council's requirements.
- b. the subsequent issue of a Certificate of Practical Completion by the General Manager Infrastructure and Assets Network.
- c. the lodgement of a bond and bank guarantee/cash deposit for the duration of the Defect Liability Period.

Any other payment or action required by a planning permit condition to occur prior to the sealing of the Final Plan of Survey.

16. AS CONSTRUCTED PLANS

An *as constructed* plan must be provided in accordance with the Council's standard requirements for as constructed drawings. A separate copy of the requirements is available from the Infrastructure and Assets Network.

17. AMENITY

The construction of the development permitted by this permit must not adversely affect the amenity of the site and the locality by reason of the processes carried on; the transportation of materials, goods or commodities to or from the subject land; the appearance of any buildings, works or materials; the emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil; the presence of vermin or otherwise.

18. NO BURNING OF WASTE

No burning of any waste materials, including removed vegetation, generated by the construction process, to be undertaken on-site. Any such waste materials to be removed to a licensed refuse disposal facility (eg. Launceston Waste Centre), reclaimed or recycled.

19. PAYMENT IN LIEU OF PUBLIC OPEN SPACE

Prior to the sealing of the Final Plan of Survey, the developer must pay to the Council a sum equivalent to 5% of the unimproved value of the approved lots shown on the final plan. The valuation shall be determined by a registered land valuer and must be not more than 12 months old at the time of the sealing of the final plan. Valuations are to be procured at the subdivider's expense.

Notes

A. General

This permit was issued based on the proposal documents submitted for DA0202/2022. You should contact the Council with any other use or developments, as they may require the separate approval of the Council. The Council's Planning staff can be contacted on 6323 3000.

This permit takes effect after:

- a. The 14 day appeal period expires; or*
- b. Any appeal to the Tasmanian Civil and Administrative Appeal Tribunal (TASCAT) is withdrawn or determined; or*
- c. Any agreement that is required by this permit pursuant to Part V of the Land Use Planning and Approvals Act 1993 is executed; or*
- d. Any other required approvals under this or any other Act are granted.*

The permit lapses after a period of two years if the development or use has not substantially commenced within that period. An extension may be granted subject to the provisions of the Land Use Planning and Approvals Act 1993 as amended, by request to the Council.

B. Restrictive Covenants

The granting of this permit takes no account of any covenants applicable to the land. The permit holder and any other interested party, should make their own enquiries as to whether the proposed development is affected, restricted or prohibited by any such covenant.

If the proposal is non-compliant with any restrictive covenants, those restrictive covenants should be removed from the title prior to construction commencing or the owner will carry the liability of potential legal action in the future.

C. Appeal Provisions

A planning appeal may be instituted by lodging a notice of appeal with the Registrar of the Tasmanian Civil and Administrative Tribunal (TASCAT).

A planning appeal may be instituted within 14 days of the date the Corporation serves notice of the decision on the applicant.

For more information see the Tasmanian Civil and Administrative Tribunal (TASCAT) website www.tascat.tas.gov.au <<http://www.tascat.tas.gov.au>>.

D. Permit Commencement

If an applicant is the only person with a right of appeal pursuant to section 61 of the Land Use Planning and Approvals Act 1993 and wishes to commence the use or development for which the permit has been granted within that 14 day period, the Council must be so notified in writing. A copy of the Council's Notice to Waive Right of Appeal is attached.

CARRIED 10:0

FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor R I Soward, Councillor K P Stojansek, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris, Councillor T G Walker and Councillor K M Preece

AGAINST VOTE: Nil

10.2 DA0315/2022 - 1/2 Elphin Road, Launceston - Visitor Accommodation - Change of Use to Short Stay Accommodation

FILE NO: DA0315/2022

AUTHOR: Dileep Karna (Graduate Town Planner)

GENERAL MANAGER APPROVAL: Dan Ryan (Community and Place Network)

DECISION STATEMENT:

To consider and determine a development application pursuant to the *Land Use Planning and Approvals Act 1993*.

PLANNING APPLICATION INFORMATION:

Applicant:	Anthea Clare Chugg
Property:	1/2 Elphin Road, Launceston
Zoning:	Inner Residential
Receipt Date:	3/06/2022
Validity Date:	17/06/2022
Further Information Request:	Not Applicable
Further Information Received:	Not Applicable
Deemed Approval:	29/07/2022
Representations:	Seven

RELEVANT LEGISLATION:

Land Use Planning and Approvals Act 1993
Launceston Interim Planning Scheme 2015

STANDARDS REQUIRING PLANNING DISCRETION:

Planning Directive No. 6 Visitor Accommodation

RECOMMENDATION:

That, in accordance with sections 51 and 57 of the *Land Use Planning and Approvals Act 1993* and the Launceston Interim Planning Scheme 2015, a permit be granted for DA0315/2022 - Visitor Accommodation - Change of use to short stay accommodation at 1/2 Elphin Road, Launceston, subject to the following conditions:

1. ENDORSED PLANS AND DOCUMENTS

The use must be carried out in accordance with the endorsed plans and documents to the satisfaction of the Manager (City Development) unless modified by a condition of the Permit:

- a. Floor Plan, prepared by the applicant, dated 03/06/2022.

2. LEGAL TITLE

All development and use associated with the proposal must be confined to the legal title of the subject land except construction of access from the street.

3. VISITOR ACCOMMODATION USE

This permit allows the use of the land for Visitor Accommodation, defined as a Holiday Unit, for short-term accommodation for persons away from their normal place of residence, on a commercial basis, as defined in Planning Directive No.6 - Exemption and Standards for Visitor Accommodation in Planning Schemes, issued 1 July 2018 and as modified on 1 August 2018.

4. CAR PARKING

At least one car parking space must be provided on the subject land to service the approved use.

5. AMENITY

Visitor Accommodation - The on-going use on this site must not adversely affect the amenity of the neighbouring properties and the general locality by the emission of noise, artificial light, vibration or any other source of nuisance.

Notes

A. General

This permit was issued based on the proposal documents submitted for DA0315/2022. You should contact the Council with any other use or developments, as they may require the separate approval of the Council. The Council's Planning Staff can be contacted on 6323 3000.

This permit takes effect after:

- a. The 14 day appeal period expires; or*
- b. Any appeal to the Tasmanian Civil and Administrative Appeal Tribunal (TASCAT) is withdrawn or determined; or*
- c. Any agreement that is required by this permit pursuant to Part V of the Land Use Planning and Approvals Act 1993 is executed; or*
- d. Any other required approvals under this or any other Act are granted.*

The permit lapses after a period of two years if the development or use has not substantially commenced within that period. An extension may be granted subject to the provisions of the Land Use Planning and Approvals Act 1993 as amended, by request to the Council.

B. Restrictive Covenants

The granting of this permit takes no account of any covenants applicable to the land. The permit holder and any other interested party, should make their own enquiries as to whether the proposed development is affected, restricted or prohibited by any such covenant.

If the proposal is non-compliant with any restrictive covenants, those restrictive covenants should be removed from the title prior to construction commencing or the owner will carry the liability of potential legal action in the future.

C. Appeal Provisions

A planning appeal may be instituted by lodging a notice of appeal with the Registrar of the Tasmanian Civil and Administrative Tribunal (TASCAT).

A planning appeal may be instituted within 14 days of the date the Corporation serves notice of the decision on the applicant.

For more information see the Tasmanian Civil and Administrative Tribunal (TASCAT) website www.tascat.tas.gov.au <<http://www.tascat.tas.gov.au>>

D. Permit Commencement

If an applicant is the only person with a right of appeal pursuant to section 61 of the Land Use Planning and Approvals Act 1993 and wishes to commence the use or development for which the permit has been granted within that 14 day period, the Council must be so notified in writing. A copy of the Council's Notice to Waive Right of Appeal is attached.

E. Sale of Food and Beverages

If food and/or beverages are to be sold to visitors, including with an inclusive charge for food and accommodation, the Food Act 2003 will apply and the operator must notify the Council prior to operating the food business.

Sharyn Cameron spoke against the Recommendation

DECISION: 28 July 2022

MOTION

Moved Councillor A G Harris, seconded Councillor A E Dawkins.

That, in accordance with sections 51 and 57 of the *Land Use Planning and Approvals Act 1993* and the Launceston Interim Planning Scheme 2015, a permit be granted for DA0315/2022 - Visitor Accommodation - Change of use to short stay accommodation at 1/2 Elphin Road, Launceston, subject to the following conditions:

1. ENDORSED PLANS AND DOCUMENTS

The use must be carried out in accordance with the endorsed plans and documents to the satisfaction of the Manager (City Development) unless modified by a condition of the Permit:

- a. Floor Plan, prepared by the applicant, dated 03/06/2022.**

2. LEGAL TITLE

All development and use associated with the proposal must be confined to the legal title of the subject land except construction of access from the street.

3. VISITOR ACCOMMODATION USE

This permit allows the use of the land for Visitor Accommodation, defined as a Holiday Unit, for short-term accommodation for persons away from their normal place of residence, on a commercial basis, as defined in Planning Directive No.6 - Exemption and Standards for Visitor Accommodation in Planning Schemes, issued 1 July 2018 and as modified on 1 August 2018.

4. CAR PARKING

At least one car parking space must be provided on the subject land to service the approved use.

5. AMENITY

Visitor Accommodation - The on-going use on this site must not adversely affect the amenity of the neighbouring properties and the general locality by the emission of noise, artificial light, vibration or any other source of nuisance.

Notes

A. General

This permit was issued based on the proposal documents submitted for DA0315/2022. You should contact the Council with any other use or developments, as they may require the separate approval of the Council. The Council's Planning Staff can be contacted on 6323 3000.

This permit takes effect after:

- a. The 14 day appeal period expires; or*
- b. Any appeal to the Tasmanian Civil and Administrative Appeal Tribunal (TASCAT) is withdrawn or determined; or*
- c. Any agreement that is required by this permit pursuant to Part V of the Land Use Planning and Approvals Act 1993 is executed; or*
- d. Any other required approvals under this or any other Act are granted.*

The permit lapses after a period of two years if the development or use has not substantially commenced within that period. An extension may be granted subject to the provisions of the Land Use Planning and Approvals Act 1993 as amended, by request to the Council.

B. Restrictive Covenants

The granting of this permit takes no account of any covenants applicable to the land. The permit holder and any other interested party, should make their own enquiries as to whether the proposed development is affected, restricted or prohibited by any such covenant.

If the proposal is non-compliant with any restrictive covenants, those restrictive covenants should be removed from the title prior to construction commencing or the owner will carry the liability of potential legal action in the future.

C. Appeal Provisions

A planning appeal may be instituted by lodging a notice of appeal with the Registrar of the Tasmanian Civil and Administrative Tribunal (TASCAT).

A planning appeal may be instituted within 14 days of the date the Corporation serves notice of the decision on the applicant.

For more information see the Tasmanian Civil and Administrative Tribunal (TASCAT) website www.tascat.tas.gov.au <<http://www.tascat.tas.gov.au>>

D. Permit Commencement

If an applicant is the only person with a right of appeal pursuant to section 61 of the Land Use Planning and Approvals Act 1993 and wishes to commence the use or development for which the permit has been granted within that 14 day period, the Council must be so notified in writing. A copy of the Council's Notice to Waive Right of Appeal is attached.

E. Sale of Food and Beverages

If food and/or beverages are to be sold to visitors, including with an inclusive charge for food and accommodation, the Food Act 2003 will apply and the operator must notify the Council prior to operating the food business.

CARRIED 7:3

FOR VOTE: Mayor Councillor A M van Zetten, Councillor R I Soward, Councillor K P Stojansek, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer and Councillor A G Harris

AGAINST VOTE: Deputy Mayor Councillor D C Gibson, Councillor T G Walker and Councillor K M Preece

10.3 DA0319/2022 - 9 Gretna Grove, Norwood - Residential - Construction of Alterations and Additions to an Existing Dwelling

FILE NO: DA0319/2022

AUTHOR: Chloe Lyne (Consultant Town Planner)

GENERAL MANAGER APPROVAL: Dan Ryan (Community and Place Network)

DECISION STATEMENT:

To consider and determine a development application pursuant to the *Land Use Planning and Approvals Act 1993*.

PLANNING APPLICATION INFORMATION:

Applicant:	Design To Live Pty Ltd
Property:	9 Gretna Grove, Norwood
Zoning:	General Residential
Receipt Date:	6/06/2022
Validity Date:	8/06/2022
Further Information Request:	Not Applicable
Further Information Received:	Not Applicable
Deemed Approval (extension granted):	1/08/2022
Representations:	Four

RELEVANT LEGISLATION:

Land Use Planning and Approvals Act 1993
Launceston Interim Planning Scheme 2015

STANDARDS REQUIRING PLANNING DISCRETION:

10.4.2 Setbacks and building envelope for all dwellings

RECOMMENDATION:

That, in accordance with sections 51 and 57 of the *Land Use Planning and Approvals Act 1993* and the Launceston Interim Planning Scheme 2015, a permit be granted pursuant to a delegation from Council, for Residential - construction of alterations and additions to the existing dwelling at 9 Gretna Grove, Norwood subject to the following conditions:

1. ENDORSED PLANS AND DOCUMENTS

The use and development must be carried out in accordance with the endorsed plans and documents to the satisfaction of the Manager City Development unless modified by a condition of the Permit:

- a. Site Plan, Prepared by Design to Live, Drawing 2/12, GRTN09, Revision No 1, Dated 27/05/2022.
- b. Ground Plan - Existing, Prepared by Design to Live, Drawing 3/12, GRTN09, Revision No 1, Dated 27/05/2022.

- c. Ground Plan - New with Demo, Prepared by Design to Live, Drawing 4/12, GRTN09, Revision No 1, Dated 27/05/2022.
- d. Ground Plan - Proposed, Prepared by Design to Live, Drawing 5/12, GRTN09, Revision No 1, Dated 27/05/2022.
- e. First Floor Plan - Proposed, Prepared by Design to Live, Drawing 6/12, GRTN09, Revision No 1, Dated 27/05/2022.
- f. External Services, Prepared by Design to Live, Drawing 7/12, GRTN09, Revision No 1, Dated 27/05/2022.
- g. Elevations Nth-Wst, Prepared by Design to Live, Drawing 8/12, GRTN09, Revision No 1, Dated 27/05/2022.
- h. Elevations Sth-Est - Existing, Prepared by Design to Live, Drawing 9/12, GRTN09, Revision No 1, Dated 27/05/2022.
- i. Elevations Nth-Est, Prepared by Design to Live, Drawing 10/12, GRTN09, Revision No 1, Dated 27/05/2022.
- j. Elevations Sth-Wst, Prepared by Design to Live, Drawing 11/12, GRTN09, Revision No 1, Dated 27/05/2022.

2. LEGAL TITLE

All development and use associated with the proposal must be confined to the legal title of the subject land except construction of access from the street.

3. HOURS OF CONSTRUCTION

Construction works must only be carried out between the hours of:

Monday to Friday - 7am and 6pm

Saturday - 9am to 6pm

Sundays and Public Holidays - 10am to 6pm

4. DAMAGE TO THE COUNCIL'S INFRASTRUCTURE

The developer is liable for all costs associated with the repair of damage to the Council's infrastructure resulting from non-compliance with the conditions of the Planning Permit and any by-law or legislation relevant to the development activity on the site. Damage may also include the undertaking of unauthorised works to the Council's infrastructure such as driveways, footpaths and stormwater infrastructure. The developer will also be liable for all reasonable costs associated with the enforcement of compliance with the conditions, by-laws and legislation relevant to the development activity on the site.

5. WORKS WITHIN/OCCUPATION OF THE ROAD RESERVE

All works in (or requiring the occupation of) the road reserve must be carried out in accordance with a detailed Traffic Management Plan prepared by a qualified person in accordance with the requirements of Australian Standard AS1742. A copy of such plan is to be maintained on site and available for inspection upon request by an Authorised Officer.

The explicit permission of Infrastructure and Engineering is required prior to undertaking works where the works:

- a. require a road or lane closure;
- b. require occupation of the road reserve for more than one week at a particular location;
- c. are in nominated high traffic locations; or
- d. involve opening or breaking trafficable surfaces.

Where the work is associated with the installation, removal or modification of a driveway or a stormwater connection, the approval of a permit for such works shall form the explicit approval.

6. SOIL AND WATER MANAGEMENT PLAN

Prior to the commencement of the development works the applicant must install all necessary silt fences and cut-off drains to prevent the soil, gravel and other debris from escaping the site. Additional works may be required on complex sites. No material or debris is to be transported onto the road reserve (including the nature strip, footpath and road pavement). Any material that is deposited on the road reserve as a result of the development activity is to be removed by the applicant. The silt fencing, cut off drains and other works to minimise erosion are to be maintained on the site until such time as the site has revegetated sufficiently to mitigate erosion and sediment transport.

7. DEMOLITION

The developer must:

- a. protect property and services which are to either remain on or adjacent to the site from interference or damage;
- b. not undertake any burning of waste materials or removed vegetation;
- c. remove all rubbish from the site for disposal at a licensed waste disposal site;
- d. dispose of any asbestos found during demolition in accordance with the Safe Work Australia *How to Safely Remove Asbestos: Code of Practice, July 2020*, or any subsequent versions of the document.

8. PROTECTION OF STREET TREES

Existing street trees must be satisfactorily protected both by the design of the building and during construction work by barriers and similar devices in accordance with *Australian Standard 4970: Protection of Trees on Development Sites*. The protection works are to be installed prior to the commencement of any other works on the site and are to remain in place until the completion of all other works.

Notes

A. General

This permit was issued based on the proposal documents submitted for DA0319/2022. You should contact the Council with any other use or developments, as they may require the separate approval of the Council. The Council's Planning Staff can be contacted on 6323 3000.

This permit takes effect after:

- a. *The 14 day appeal period expires; or*
- b. *Any appeal to the Tasmanian Civil & Administrative Appeal Tribunal (TASCAT) is withdrawn or determined; or*
- c. *Any agreement that is required by this permit pursuant to Part V of the Land Use Planning and Approvals Act 1993 is executed; or*
- d. *Any other required approvals under this or any other Act are granted.*

The permit lapses after a period of two years if the development or use has not substantially commenced within that period. An extension may be granted subject to the provisions of the Land Use Planning and Approvals Act 1993 as amended, by request to the Council.

B. Restrictive Covenants

The granting of this permit takes no account of any covenants applicable to the land. The permit holder and any other interested party, should make their own enquiries as to whether the proposed development is affected, restricted or prohibited by any such covenant.

If the proposal is non-compliant with any restrictive covenants, those restrictive covenants should be removed from the title prior to construction commencing or the owner will carry the liability of potential legal action in the future.

C. Appeal Provisions

A planning appeal may be instituted by lodging a notice of appeal with the Registrar of the Tasmanian Civil and Administrative Tribunal (TASCAT).

A planning appeal may be instituted within 14 days of the date the Corporation serves notice of the decision on the applicant.

For more information see the Tasmanian Civil & Administrative Tribunal (TASCAT) website www.tascat.tas.gov.au <<http://www.tascat.tas.gov.au>>.

D. Permit Commencement

If an applicant is the only person with a right of appeal pursuant to section 61 of the Land Use Planning and Approvals Act 1993 and wishes to commence the use or development for which the permit has been granted within that 14 day period, the Council must be so notified in writing. A copy of the Council's Notice to Waive Right of Appeal is attached.

E. No Approval for Alterations to Driveway Crossover

No approval to install a new, or alter an existing, driveway crossover in any way has been granted or is implied by the issue of this Planning Permit.

Claire Ord (on behalf of Design to Live) spoke for the Recommendation

DECISION: 28 July 2022

MOTION

Moved Councillor A G Harris, seconded Councillor T G Walker.

That, in accordance with sections 51 and 57 of the *Land Use Planning and Approvals Act 1993* and the Launceston Interim Planning Scheme 2015, a permit be granted pursuant to a delegation from Council, for Residential - construction of alterations and additions to the existing dwelling at 9 Gretna Grove, Norwood subject to the following conditions:

1. ENDORSED PLANS AND DOCUMENTS

The use and development must be carried out in accordance with the endorsed plans and documents to the satisfaction of the Manager City Development unless modified by a condition of the Permit:

- a. Site Plan, Prepared by Design to Live, Drawing 2/12, GRTN09, Revision No 1, Dated 27/05/2022.
- b. Ground Plan - Existing, Prepared by Design to Live, Drawing 3/12, GRTN09, Revision No 1, Dated 27/05/2022.
- c. Ground Plan - New with Demo, Prepared by Design to Live, Drawing 4/12, GRTN09, Revision No 1, Dated 27/05/2022.
- d. Ground Plan - Proposed, Prepared by Design to Live, Drawing 5/12, GRTN09, Revision No 1, Dated 27/05/2022.
- e. First Floor Plan - Proposed, Prepared by Design to Live, Drawing 6/12, GRTN09, Revision No 1, Dated 27/05/2022.
- f. External Services, Prepared by Design to Live, Drawing 7/12, GRTN09, Revision No 1, Dated 27/05/2022.
- g. Elevations Nth-Wst, Prepared by Design to Live, Drawing 8/12, GRTN09, Revision No 1, Dated 27/05/2022.
- h. Elevations Sth-Est - Existing, Prepared by Design to Live, Drawing 9/12, GRTN09, Revision No 1, Dated 27/05/2022.
- i. Elevations Nth-Est, Prepared by Design to Live, Drawing 10/12, GRTN09, Revision No 1, Dated 27/05/2022.
- j. Elevations Sth-Wst, Prepared by Design to Live, Drawing 11/12, GRTN09, Revision No 1, Dated 27/05/2022.

2. LEGAL TITLE

All development and use associated with the proposal must be confined to the legal title of the subject land except construction of access from the street.

3. HOURS OF CONSTRUCTION

Construction works must only be carried out between the hours of:

Monday to Friday - 7am and 6pm

Saturday - 9am to 6pm

Sundays and Public Holidays - 10am to 6pm

4. DAMAGE TO THE COUNCIL'S INFRASTRUCTURE

The developer is liable for all costs associated with the repair of damage to the Council's infrastructure resulting from non-compliance with the conditions of the Planning Permit and any by-law or legislation relevant to the development activity on the site. Damage may also include the undertaking of unauthorised works to the Council's infrastructure such as driveways, footpaths and stormwater infrastructure. The developer will also be liable for all reasonable costs associated with the enforcement of compliance with the conditions, by-laws and legislation relevant to the development activity on the site.

5. WORKS WITHIN/OCCUPATION OF THE ROAD RESERVE

All works in (or requiring the occupation of) the road reserve must be carried out in accordance with a detailed Traffic Management Plan prepared by a qualified person in accordance with the requirements of Australian Standard AS1742. A copy of such plan is to be maintained on site and available for inspection upon request by an Authorised Officer.

The explicit permission of Infrastructure and Engineering is required prior to undertaking works where the works:

- a. require a road or lane closure;
- b. require occupation of the road reserve for more than one week at a particular location;
- c. are in nominated high traffic locations; or
- d. involve opening or breaking trafficable surfaces.

Where the work is associated with the installation, removal or modification of a driveway or a stormwater connection, the approval of a permit for such works shall form the explicit approval.

6. SOIL AND WATER MANAGEMENT PLAN

Prior to the commencement of the development works the applicant must install all necessary silt fences and cut-off drains to prevent the soil, gravel and other debris from escaping the site. Additional works may be required on complex sites. No material or debris is to be transported onto the road reserve (including the nature strip, footpath and road pavement). Any material that is deposited on the road reserve as a result of the development activity is to be removed by the applicant. The silt fencing, cut off drains and other works to minimise erosion are to be maintained on the site until such time as the site has revegetated sufficiently to mitigate erosion and sediment transport.

7. DEMOLITION

The developer must:

- a. protect property and services which are to either remain on or adjacent to the site from interference or damage;
- b. not undertake any burning of waste materials or removed vegetation;
- c. remove all rubbish from the site for disposal at a licensed waste disposal site;
- d. dispose of any asbestos found during demolition in accordance with the *Safe Work Australia How to Safely Remove Asbestos: Code of Practice, July 2020*, or any subsequent versions of the document.

8. PROTECTION OF STREET TREES

Existing street trees must be satisfactorily protected both by the design of the building and during construction work by barriers and similar devices in accordance with *Australian Standard 4970: Protection of Trees on Development Sites*. The protection works are to be installed prior to the commencement of any other works on the site and are to remain in place until the completion of all other works.

Notes

A. General

This permit was issued based on the proposal documents submitted for DA0319/2022. You should contact the Council with any other use or developments, as they may require the separate approval of the Council. The Council's Planning Staff can be contacted on 6323 3000.

This permit takes effect after:

- a. The 14 day appeal period expires; or*
- b. Any appeal to the Tasmanian Civil & Administrative Appeal Tribunal (TASCAT) is withdrawn or determined; or*
- c. Any agreement that is required by this permit pursuant to Part V of the Land Use Planning and Approvals Act 1993 is executed; or*
- d. Any other required approvals under this or any other Act are granted.*

The permit lapses after a period of two years if the development or use has not substantially commenced within that period . An extension may be granted subject to the provisions of the Land Use Planning and Approvals Act 1993 as amended, by request to the Council.

B. Restrictive Covenants

The granting of this permit takes no account of any covenants applicable to the land. The permit holder and any other interested party, should make their own enquiries as to whether the proposed development is affected, restricted or prohibited by any such covenant.

If the proposal is non-compliant with any restrictive covenants, those restrictive covenants should be removed from the title prior to construction commencing or the owner will carry the liability of potential legal action in the future.

C. Appeal Provisions

A planning appeal may be instituted by lodging a notice of appeal with the Registrar of the Tasmanian Civil and Administrative Tribunal (TASCAT).

A planning appeal may be instituted within 14 days of the date the Corporation serves notice of the decision on the applicant.

For more information see the Tasmanian Civil & Administrative Tribunal (TASCAT) website www.tascat.tas.gov.au <<http://www.tascat.tas.gov.au>>.

D. Permit Commencement

If an applicant is the only person with a right of appeal pursuant to section 61 of the Land Use Planning and Approvals Act 1993 and wishes to commence the use or development for which the permit has been granted within that 14 day period, the Council must be so notified in writing. A copy of the Council's Notice to Waive Right of Appeal is attached.

E. No Approval for Alterations to Driveway Crossover

No approval to install a new, or alter an existing, driveway crossover in any way has been granted or is implied by the issue of this Planning Permit.

CARRIED 10:0

FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor R I Soward, Councillor K P Stojansek, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris, Councillor T G Walker and Councillor K M Preece

AGAINST VOTE: Nil

11. ANNOUNCEMENTS BY THE MAYOR

11.1 Mayor's Announcements

FILE NO: SF2375

Acting Mayor Councillor Danny Gibson

Saturday 16 July 2022

- Attended and officiated at the Launceston Competitions (Dance), Princess Theatre

Sunday 17 July 2022

- Attended the launch of the Tamar Estuary Management Taskforce's 10-year vision for the *kanamaluka*/Tamar Estuary

Wednesday 20 July 2022

- Attended the Tamar Valley Leaders' lunch, Hotel Grand Chancellor

Wednesday 20 July 2022

- Attended the *Fragile X Awareness* event - Lighting of the Town Hall
-

Mayor Councillor Albert van Zetten

Sunday 24 July 2022

- Attended the Gateway Church's 146th Anniversary Celebrations, Gateway Church

Tuesday 26 July 2022

- Presided over the City of Launceston Citizenship Ceremony, Tramsheds Function Centre

Wednesday 27 July 2022

- Attended the final celebration of the Kings Meadows ABCDE Learning Site, Kings Meadows Bowls Club
 - Attended the Australian Ballet, Ballet Gala, Princess Theatre
-

- **A correction was noted for the Deputy Mayor, Councillor D C Gibson's attendance at *Fragile X Awareness* event, being Friday, 22 July 2022.**
-

12. COUNCILLORS' REPORTS

(This item provides an opportunity for Councillors to briefly report on the activities that have been undertaken in their capacity as a representative of the Council. It is not necessary to list social functions that have been attended).

No Councillor's Reports were provided for this Meeting

13. QUESTIONS BY COUNCILLORS

13.1 Councillors' Questions on Notice

Local Government (Meeting Procedures) Regulations 2015 - Regulation 30

(A councillor, at least seven days before an ordinary Council Meeting or a Council Committee Meeting, may give written notice to the Chief Executive Officer of a question in respect of which the councillor seeks an answer at that Meeting. An answer to a Question on Notice will be provided in writing).

No Councillors' Questions on Notice were identified as part of these Minutes

13.2 Councillors' Questions Without Notice

Local Government (Meeting Procedures) Regulations 2015 - Regulation 29

(Questions Without Notice, and any answers to those questions, are not required to be recorded in the Minutes of the Meeting).

13.2.1 Councillors' Questions Without Notice - Councillor P S Spencer - Asbestos Removal Project

- 1. How many other companies quoted for the work [Northern Community Recreation Hub asbestos removal at Mowbray]? Being over \$250,000, normally, there would have been three quotes. How many other companies quoted?**

The Mayor, Councillor A M van Zetten, advised that the question would be Taken on Notice and a response provided in the Council Agenda of 11 August 2022.

**Councillor R I Soward withdrew from the Meeting at 1:36pm
Councillor R I Soward re-attended the Meeting at 1:37pm**

13.2.2 Councillors' Questions Without Notice - Councillor T G Walker - e-Scooter Insurance

- 1. There has been some recent conjecture in the media regarding e-scooters and the liability involved when someone riding an e-scooter has an accident and then, for whatever reason, they may not be of legal age or have not been riding the scooter legally. This has caused a problem whereby the insurance of the scooter companies will not cover any liability for the damage. Has the Launceston City Council given any thought to this, specifically for e-scooters being ridden on footpaths and in CBD areas where, if, there have been accidents that is the most likely places that pedestrians would have been involved?**

The Mayor, Councillor A M van Zetten, advised that the question would be Taken on Notice and a response provided in the Council Agenda of 11 August 2022.

14. COMMUNITY AND PLACE NETWORK

14.1 Homelessness Advisory Committee - Terms of Reference

FILE NO: SF7447

AUTHOR: Caralisa Farrell (Team Leader Community Development)

GENERAL MANAGER APPROVAL: Dan Ryan (Community and Place Network)

DECISION STATEMENT:

To consider the revised Terms of Reference (14-ToR-003) for the Homelessness Advisory Committee.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

PREVIOUS COUNCIL CONSIDERATION:

Council - 16 June 2022 - 13.1 - Homelessness Advisory Committee - Terms of Reference

Workshop - 21 July 2022 - Homelessness Advisory Committee Councillor Nominations

RECOMMENDATION:

That Council amends the existing Homelessness Advisory Committee's Terms of Reference (14-ToR-003) by changing the number of community representatives from four to six, adding CatholicCare Tasmania as an additional agency and more clearly defining the length of tenure for City of Launceston Councillors.

Homelessness Advisory Committee - Terms of Reference

The Homelessness Advisory Committee is a Special Committee of Council, established pursuant to section 24 of the *Local Government Act 1993 (Tas)*.

PURPOSE:

Homelessness is a complex issue and there are many factors that contribute to a person's homelessness. Many of these factors lie outside the remit of local government, however through an educated, collaborative and needs focussed approach, the City of Launceston is committed to working with community to play a constructive role in the provision of strategies and actions to support the homeless community.

The primary purpose of the Homelessness Advisory Committee is to:

- Enable a collaborative approach between key sector service providers, community members and relevant levels of government in addressing the short, medium and long-term needs of Launceston's homeless community.
 - Identify, support and coordinate achievable actions which will assist in addressing the evolving needs of Launceston's homeless community.
-

- Develop a greater and shared understanding of the roles, responsibilities and priorities within the community in responding to homelessness.

OBJECTIVES:

The objectives of the Homelessness Advisory Committee are to:

- provide a communicative link between the Council and relevant stakeholders
- provide advice and make recommendations to the Council on issues and matters relating to homelessness
- facilitate response to issues as raised through the appropriate response agency
- develop a Homelessness Action Plan that will guide a commitment to addressing the needs of Launceston's homeless community
- provide recommendations on methods and techniques to better inform and engage the community on homelessness issues; and
- provide advocacy for the needs of Launceston's homeless community.

MEMBERSHIP:

The Homelessness Advisory Committee will include two City of Launceston Councillors, nominated and endorsed by the Council, one of whom will be the Chair. The Councillors' role will be for a four year period coinciding with Local Government Council elections, subject to a review after two years.

The Committee will include one representative from each of the following agencies:

- Launceston City Mission
- St Vincent de Paul Society
- Anglicare Tasmania
- CatholicCare Tasmania
- Tasmania Police
- The Salvation Army
- Shekinah House
- Department of Communities Tasmania

The Committee will also include up to six community member representatives considered by the Committee to have appropriate expertise and experience to contribute to the aims of the Committee and appointed by Council.

The Committee will allow for a representative from neighbouring Councils in order to support a region wide approach to addressing the issue of homelessness.

The Committee will be supported by:

- General Manager Community and Place Network
- Team Leader Community Development
- One Council Administration Officer.

The Council's Officers from Liveable Communities will provide advice and/or assistance to the Committee. From time to time advice and support may be sought from other officers within the Council when their expertise is required.

COMMUNITY MEMBER REPRESENTATIVE SELECTION CRITERIA:

Aside from the Councillors' roles and those representing the organisations referenced, community member representatives will be appointed by the Council and will be selected with consideration to the following criteria:

- professional experience working in a field such as social and community housing, and/or
- lived experience of homelessness; and
- professional experience in social infrastructure and systemic issues across the homelessness, health and welfare sectors, and
- diversity - in terms of age, culture, religion, disability, gender, sexual preference, health status, and
- ability to attend meetings in keeping with the meeting schedule determined by the Committee from time to time.

COMMUNITY MEMBER REPRESENTATIVE SELECTION PROCESS:

Community Member Representatives will be appointed in keeping with Council's Community Appointments to Advisory Committees Policy.

TERMS OF APPOINTMENT:

- The term of appointment will be for a two year period.
- Members completing a two year term may re-apply for a further two year term.
- Any member may resign at any time by advising their resignation to the Committee in writing.
- If a Committee member is absent without notification for two consecutive meetings, the Committee may declare the position vacant. When a vacancy occurs, the Chair is to report this to the Chief Executive Officer, who will determine the process for filling the vacancy.
- Members are not remunerated for their service to the Committee.

MEETING ARRANGEMENTS:

- If the Chair is not present at a Meeting, the other Councillor who has been appointed to the Committee shall Chair the Meeting.
- The Homelessness Advisory Committee will meet every two months and other times as required according to arrangements agreed to by the Committee. The schedule will be published following this agreement.
- Critical non-scheduled meetings may be convened by the Chair, if the Chair determines the need.
- Meetings will not exceed two hours in duration, unless otherwise advised.
- Agendas will be forwarded to members at least four working days prior to each Meeting.
- Minutes of the Meeting will be circulated to all members within 10 working days of each Meeting.

MEETING QUORUM:

An absolute majority, including at least one City of Launceston Councillor, is considered a quorum for Meetings of the Homelessness Advisory Committee.

MEETING NOTICES

Meeting Agendas, Minutes and associated papers will be distributed to all Committee members via email at least four clear days of the scheduled Meeting. Minutes of the Meeting will be made available for public viewing at www.launceston.tas.gov.au.





HOW THE COMMITTEE WILL OPERATE:

The Homelessness Advisory Committee:

- is an advisory body that provides non-binding strategic guidance to the Council. The Committee does not have delegated authority from Council.
- will be coordinated by a Council officer.
- may establish working groups as needed to address specific projects and may include additional people from the community where there is a specific need.

CODE OF CONDUCT:

Agency and community committee members must adhere to the Code of Conduct for Members of Special Committees. Councillors and the Council's Officers must also adhere to their relevant Code of Conduct. Members will demonstrate our values in actions. City of Launceston is a values-based organisation and we expect the members of our advisory committees to support our values.

 Our people matter <ul style="list-style-type: none">• we value clear and open communication• we support and encourage each other• we respect diversity• we recognise individual needs, experience and strengths	 We care about our community <ul style="list-style-type: none">• we take pride in our work and pursue a standard of excellence• we genuinely listen, and value collaborative relationships• we strive towards the best outcome for our community• we make responsible and sustainable decisions
 We bring an open mind <ul style="list-style-type: none">• we actively seek opportunities to continuously improve• we respect and explore different ideas and perspectives• we embrace change that leads to positive outcomes• we value innovation and creativity	 We go home safe and well <ul style="list-style-type: none">• we show care for people and look out for one another• we speak up and support others to be healthy and safe• we take personal responsibility for our own health and wellbeing• we value work-life fit

CONFLICT OF INTEREST:

If a Committee member has an actual or perceived interest in a matter to be considered by the Committee, they must declare that interest prior to any discussion of the matter.

Interests will be managed in a way that respects the Committee member and the operation of the Committee. In some circumstances, this will mean that a Committee member with a declared interest will be required to withdraw from the Meeting during the discussions of the matter.

The declaration of interest will be noted in the report outlining the Committee's Recommendation to Council.

RESOURCES:

The Council will provide an officer to organise meetings, take minutes and distribute follow-up actions to other officers.

REVIEW:

The Terms of Reference, including membership, will be reviewed at least every two years from the date of adoption of this version.

RELATED POLICIES AND PROCEDURES:

14-Plx-032 - Code of Conduct for Councillors
14-Plx-033 - Code of Conduct for Members of Special Committees
22-PI-030 - Code of Conduct Policy
14-Plx-029 - Community Appointments to Advisory Committees Policy

Councillor R I Soward withdrew from the Meeting at 1.40pm
Soward re-attended the Meeting at 1.42pm

DECISION: 28 July 2022

MOTION

Moved Councillor T G Walker, seconded Councillor A E Dawkins.

That Council amends the existing Homelessness Advisory Committee's Terms of Reference (14-ToR-003) by changing the number of community representatives from four to six, adding CatholicCare Tasmania as an additional agency and more clearly defining the length of tenure for City of Launceston Councillors.

Homelessness Advisory Committee - Terms of Reference

The Homelessness Advisory Committee is a Special Committee of Council, established pursuant to section 24 of the *Local Government Act 1993* (Tas).

PURPOSE:

Homelessness is a complex issue and there are many factors that contribute to a person's homelessness. Many of these factors lie outside the remit of local government, however through an educated, collaborative and needs focussed approach, the City of Launceston is committed to working with community to play a constructive role in the provision of strategies and actions to support the homeless community.

The primary purpose of the Homelessness Advisory Committee is to:

- Enable a collaborative approach between key sector service providers, community members and relevant levels of government in addressing the short, medium and long-term needs of Launceston's homeless community.
- Identify, support and coordinate achievable actions which will assist in addressing the evolving needs of Launceston's homeless community.
- Develop a greater and shared understanding of the roles, responsibilities and priorities within the community in responding to homelessness.

OBJECTIVES:

The objectives of the Homelessness Advisory Committee are to:

- provide a communicative link between the Council and relevant stakeholders
- provide advice and make recommendations to the Council on issues and matters relating to homelessness
- facilitate response to issues as raised through the appropriate response agency
- develop a Homelessness Action Plan that will guide a commitment to addressing the needs of Launceston's homeless community
- provide recommendations on methods and techniques to better inform and engage the community on homelessness issues; and
- provide advocacy for the needs of Launceston's homeless community.

MEMBERSHIP:

The Homelessness Advisory Committee will include two City of Launceston Councillors, nominated and endorsed by the Council, one of whom will be the Chair. The Councillors' role will be for a four year period coinciding with Local Government Council elections, subject to a review after two years.

The Committee will include one representative from each of the following agencies:

- Launceston City Mission
- St Vincent de Paul Society
- Anglicare Tasmania
- CatholicCare Tasmania
- Tasmania Police
- The Salvation Army
- Shekinah House
- Department of Communities Tasmania

The Committee will also include up to six community member representatives considered by the Committee to have appropriate expertise and experience to contribute to the aims of the Committee and appointed by Council.

The Committee will allow for a representative from neighbouring Councils in order to support a region wide approach to addressing the issue of homelessness.

The Committee will be supported by:

- General Manager Community and Place Network
- Team Leader Community Development
- One Council Administration Officer.

The Council's Officers from Liveable Communities will provide advice and/or assistance to the Committee. From time to time advice and support may be sought from other officers within the Council when their expertise is required.

COMMUNITY MEMBER REPRESENTATIVE SELECTION CRITERIA:

Aside from the Councillors' roles and those representing the organisations referenced, community member representatives will be appointed by the Council and will be selected with consideration to the following criteria:

- professional experience working in a field such as social and community housing, and/or
- lived experience of homelessness; and
- professional experience in social infrastructure and systemic issues across the homelessness, health and welfare sectors, and
- diversity - in terms of age, culture, religion, disability, gender, sexual preference, health status, and
- ability to attend meetings in keeping with the meeting schedule determined by the Committee from time to time.

COMMUNITY MEMBER REPRESENTATIVE SELECTION PROCESS:

Community Member Representatives will be appointed in keeping with Council's Community Appointments to Advisory Committees Policy.

TERMS OF APPOINTMENT:

- The term of appointment will be for a two year period.
- Members completing a two year term may re-apply for a further two year term.
- Any member may resign at any time by advising their resignation to the Committee in writing.
- If a Committee member is absent without notification for two consecutive meetings, the Committee may declare the position vacant. When a vacancy occurs, the Chair is to report this to the Chief Executive Officer, who will determine the process for filling the vacancy.
- Members are not remunerated for their service to the Committee.

MEETING ARRANGEMENTS:

- If the Chair is not present at a Meeting, the other Councillor who has been appointed to the Committee shall Chair the Meeting.
- The Homelessness Advisory Committee will meet every two months and other times as required according to arrangements agreed to by the Committee. The schedule will be published following this agreement.
- Critical non-scheduled meetings may be convened by the Chair, if the Chair determines the need.

- Meetings will not exceed two hours in duration, unless otherwise advised.
- Agendas will be forwarded to members at least four working days prior to each Meeting.
- Minutes of the Meeting will be circulated to all members within 10 working days of each Meeting.

MEETING QUORUM:

An absolute majority, including at least one City of Launceston Councillor, is considered a quorum for Meetings of the Homelessness Advisory Committee.

MEETING NOTICES

Meeting Agendas, Minutes and associated papers will be distributed to all Committee members via email at least four clear days of the scheduled Meeting. Minutes of the Meeting will be made available for public viewing at www.launceston.tas.gov.au.

HOW THE COMMITTEE WILL OPERATE:

The Homelessness Advisory Committee:

- is an advisory body that provides non-binding strategic guidance to the Council. The Committee does not have delegated authority from Council.
- will be coordinated by a Council officer.
- may establish working groups as needed to address specific projects and may include additional people from the community where there is a specific need.

CODE OF CONDUCT:

Agency and community committee members must adhere to the Code of Conduct for Members of Special Committees. Councillors and the Council's Officers must also adhere to their relevant Code of Conduct. Members will demonstrate our values in actions. City of Launceston is a values-based organisation and we expect the members of our advisory committees to support our values.



Our people
matter

- we value clear and open communication
- we support and encourage each other
- we respect diversity
- we recognise individual needs, experience and strengths



We care about
our community

- we take pride in our work and pursue a standard of excellence
- we genuinely listen, and value collaborative relationships
- we strive towards the best outcome for our community
- we make responsible and sustainable decisions



**We bring an
open mind**

- we actively seek opportunities to continuously improve
- we respect and explore different ideas and perspectives
- we embrace change that leads to positive outcomes
- we value innovation and creativity



**We go home
safe and well**

- we show care for people and look out for one another
- we speak up and support others to be healthy and safe
- we take personal responsibility for our own health and wellbeing
- we value work-life fit

CONFLICT OF INTEREST:

If a Committee member has an actual or perceived interest in a matter to be considered by the Committee, they must declare that interest prior to any discussion of the matter.

Interests will be managed in a way that respects the Committee member and the operation of the Committee. In some circumstances, this will mean that a Committee member with a declared interest will be required to withdraw from the Meeting during the discussions of the matter.

The declaration of interest will be noted in the report outlining the Committee's Recommendation to Council.

RESOURCES:

The Council will provide an officer to organise meetings, take minutes and distribute follow-up actions to other officers.

REVIEW:

The Terms of Reference, including membership, will be reviewed at least every two years from the date of adoption of this version.

RELATED POLICIES AND PROCEDURES:

14-Plx-032 - Code of Conduct for Councillors

14-Plx-033 - Code of Conduct for Members of Special Committees

22-PI-030 - Code of Conduct Policy

14-Plx-029 - Community Appointments to Advisory Committees Policy

CARRIED 10:0

FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor R I Soward, Councillor K P Stojansek, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris, Councillor T G Walker and Councillor K M Preece

AGAINST VOTE: Nil

14.2 Homelessness Advisory Committee - Confirmation of Community Representation

FILE NO: SF7447

AUTHOR: Caralisa Farrell (Team Leader Community Development)

GENERAL MANAGER APPROVAL: Dan Ryan (Community and Place Network)

DECISION STATEMENT:

To consider the appointment of the two City of Launceston Councillors and six community representatives to the Homelessness Advisory Committee.

PREVIOUS COUNCIL CONSIDERATION:

Council - 16 June 2022 - Agenda Item 13.1 - Homelessness Advisory Committee - Terms of Reference

Workshop - 21 July 2022 - Homelessness Advisory Committee Councillor Nominations

RECOMMENDATION:

That Council appoints:

1. two City of Launceston Councillors (to be determined) to the Homelessness Advisory Committee from 28 July 2022 until the Local Government elections in October 2022; and
 2. the following six community representatives for a period of two years:
 - (a) Stephen Avery
 - (b) Lynette Cameron
 - (c) Allison Mayne
 - (d) Darren McKay
 - (e) Philip Redmond
 - (f) Kate Ross
-

DECISION: 28 July 2022

MOTION

Moved Councillor A G Harris, seconded Councillor P S Spencer.

That Council suspends Standing Orders in order to vote for Councillor representation on the Homelessness Advisory Committee.

CARRIED 10:0

FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor R I Soward, Councillor K P Stojansek, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris, Councillor T G Walker and Councillor K M Preece

AGAINST VOTE: Nil

Standing Orders were suspended at 1.46pm

Council adjourned for a break at 1.47pm

Council resumed following the break at 1.52pm

DECISION: 28 July 2022

MOTION

Moved Councillor A G Harris, seconded Councillor D C Gibson.

That Council resumes Standing Orders.

CARRIED 9:0

FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor R I Soward, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris, Councillor T G Walker and Councillor K M Preece

AGAINST VOTE: Nil

ABSENT at TIME of VOTE: Councillor K P Stojansek

Standing Orders resumed at 1.52pm

Councillor K P Stojansek re-attended the Meeting at 1.53pm

DECISION: 28 July 2022

MOTION

Moved Councillor A G Harris, seconded Councillor P S Spencer.

That Council appoints:

- 1. Councillor A E Dawkins and Councillor K P Preece to the Homelessness Advisory Committee from 28 July 2022 until the Local Government elections in October 2022; and**
- 2. the following six community representatives for a period of two years:**
 - (a) Stephen Avery**
 - (b) Lynette Cameron**
 - (c) Allison Mayne**
 - (d) Darren McKay**
 - (e) Philip Redmond**
 - (f) Kate Ross**

CARRIED 10:0

FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor R I Soward, Councillor K P Stojansek, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris, Councillor T G Walker and Councillor K M Preece
AGAINST VOTE: Nil

15. CREATIVE ARTS AND CULTURAL SERVICES NETWORK

15.1 Queen Victoria Museum and Art Gallery Activity Report - May-June 2022

FILE NO: SF5478

AUTHOR: Karina West (Manager Museum Operations)

GENERAL MANAGER: Shane Fitzgerald (Creative Arts and Cultural Services Network)

DECISION STATEMENT:

To receive the Queen Victoria Museum and Art Gallery May-June 2022 activity report.

RECOMMENDATION:

That Council receives the Queen Victoria Museum and Art Gallery's activity report for the period May-June 2022 (Doc Set ID 4750767).

DECISION: 28 July 2022

MOTION

Moved Deputy Mayor Councillor D C Gibson, seconded Councillor T G Walker.

That Council receives the Queen Victoria Museum and Art Gallery's activity report for the period May-June 2022 (Doc Set ID 4750767).

CARRIED 10:0

FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor R I Soward, Councillor K P Stojansek, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris, Councillor T G Walker and Councillor K M Preece

AGAINST VOTE: Nil

16. INFRASTRUCTURE AND ASSETS NETWORK

16.1 Albert Hall Conservation Management Plan

FILE NO: SF6109/SF0367

AUTHOR: Erica McCarthy (Manager Building Assets and Investigations)

GENERAL MANAGER APPROVAL: Shane Eberhardt (Infrastructure and Assets Network)

DECISION STATEMENT:

To consider endorsement of the Albert Hall Conservation Management Plan - January 2022.

RELEVANT LEGISLATION:

Historic Cultural Heritage Act 1995 (Tas)
Launceston Interim Planning Scheme 2015 (Tas)

PREVIOUS COUNCIL CONSIDERATION:

Workshop - 31 March 2022 - Albert Hall Conservation Management Plan

RECOMMENDATION:

That Council endorses the Albert Hall Conservation Management Plan - January 2022 (ECM Doc Set ID 4747691).

DECISION: 28 July 2022

MOTION

Moved Councillor A G Harris, seconded Councillor K M Preece.

That Council endorses the Albert Hall Conservation Management Plan - January 2022 (ECM Doc Set ID 4747691).

CARRIED 10:0

FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor R I Soward, Councillor K P Stojansek, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris, Councillor T G Walker and Councillor K M Preece

AGAINST VOTE: Nil

16.2 Waste Management and End of Trip Facilities Project - Town Hall Annex

FILE NO: CD046/2020

AUTHOR: Kevin Hutt (Building Projects Advisor)

GENERAL MANAGER APPROVAL: Shane Eberhardt (Infrastructure and Assets Network)

DECISION STATEMENT:

To re-consider the direct appointment of a contractor for the construction of a Waste Management and End of Trip Facilities Project - Town Hall Annex. This would be on the basis that the City of Launceston did not receive any returned project tenders in December 2021 under Contract Number CD.046/2020 due to the busy market conditions of the construction industry.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)
Local Government (General) Regulations 2015 (Tas)
Local Government (Meeting Procedures) Regulations 2015 (Tas)

PREVIOUS COUNCIL CONSIDERATION:

Council - 14 July 2022 - Agenda Item 15.2 - End of Trip Facilities Project - Town Hall Annex

RECOMMENDATION:

That Council:

1. with reference to Regulation 18(1) of the *Local Government (Meeting Procedures) Regulations 2015 (Tas)*, by absolute majority, rescinds the decision of Council made during the open session of Council on 14 July 2022 in respect of Agenda Item 15.2 - End of Trip Facilities Project - Town Hall Annex.
 2. decides, pursuant to section 27(i)(iii) of the *Local Government (General) Regulations 2015 (Tas)*, by absolute majority, to enter into a contract with Tas City Building Pty Ltd to construct Waste Management and End of Trip Facilities Project - Town Hall Annex outside the tender process required under section 333A of the *Local Government Act 1993 (Tas)*, for the reason that a satisfactory result would not be achieved because of the unavailability of competitive or reliable tenderers.
 3. requests and authorises the Chief Executive Officer to negotiate terms and conditions and award the contract to Tas City Building Pty Ltd.
-

Councillor N D Daking withdrew from the Meeting at 2.04pm

Councillor R I Soward withdrew from the Meeting at 2.10pm

Councillor R I Soward re-attended the Meeting at 2.11pm

DECISION: 28 July 2022

MOTION

Moved Councillor A G Harris, seconded Councillor R I Soward.

That Council:

1. with reference to Regulation 18(1) of the *Local Government (Meeting Procedures) Regulations 2015* (Tas), by absolute majority, rescinds the decision of Council made during the open session of Council on 14 July 2022 in respect of Agenda Item 15.2 - End of Trip Facilities Project - Town Hall Annex.
2. decides, pursuant to section 27(i)(iii) of the *Local Government (General) Regulations 2015* (Tas), by absolute majority, to enter into a contract with Tas City Building Pty Ltd to construct Waste Management and End of Trip Facilities Project - Town Hall Annex outside the tender process required under section 333A of the *Local Government Act 1993* (Tas), for the reason that a satisfactory result would not be achieved because of the unavailability of competitive or reliable tenderers.
3. requests and authorises the Chief Executive Officer to negotiate terms and conditions and awards the contract to Tas City Building Pty Ltd.

CARRIED BY ABSOLUTE MAJORITY 7:2

FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor R I Soward, Councillor K P Stojansek, Councillor A E Dawkins, Councillor A G Harris and Councillor K M Preece

AGAINST VOTE: Councillor P S Spencer and Councillor T G Walker

ABSENT DUE to DECLARATION of INTEREST: Councillor N D Daking

Councillor N D Daking re-attended the Meeting at 2.22pm

Councillor R I Soward withdrew from the Meeting at 2.22pm

16.3 Launceston Pump Track Assessment

FILE NO: SF2232

AUTHOR: Phil Bonney (Manager Parks and Sustainability)

GENERAL MANAGER APPROVAL: Shane Eberhardt (Infrastructure and Assets Network)

DECISION STATEMENT:

To consider the options for the provision of pump tracks within Launceston.

RELEVANT LEGISLATION:

Local Government (Meeting Procedures) Regulations 2015

PREVIOUS COUNCIL CONSIDERATION:

Council - 5 May 2022 - Agenda Item 13.1 - Notice of Motion - Councillor D G Gibson - Launceston Pump Track

RECOMMENDATION:

That Council:

1. receives the report on location options for the provision of pump tracks within Launceston.
 2. commits to the future enhancement of trails and the development of a pump track at the Kate Reed Nature Recreation Area (to coincide with the adjacent new subdivision and subject to discussions with the State Government).
 3. requests Officers further investigate construction options for the preferred location/s and report back to Council prior to the 2023/2024 budget deliberations.
-

DECISION: 28 July 2022

MOTION

Moved Councillor N D Daking, seconded Councillor A G Harris.

That Council:

1. receives the report on location options for the provision of pump tracks within Launceston;
2. commits to the future enhancement of trails and the development of a pump track at the Kate Reed Nature Recreation Area (to coincide with the adjacent new subdivision and subject to discussions with the State Government);
3. requests Officers further investigate construction options for the preferred location/s and report back to Council prior to the 2023/2024 budget deliberations; and
4. as part of fulfilling Recommendation 3., Officers are to include consideration of the option to site a pump track at the Inveresk precinct land, in the vicinity of Invermay Park and the newly constructed University of Tasmania carpark. Ownership, management and existing use are to be considered and should it be viable, the site shall be scored through the criteria used in this assessment.

CARRIED 9:0

FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor K P Stojansek, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris, Councillor T G Walker and Councillor K M Preece

AGAINST VOTE: Nil

17. ORGANISATIONAL SERVICES NETWORK

17.1 2022 Local Government Elections - Caretaker Policy

FILE NO: SF7456

AUTHOR: Leanne Purchase (Manager Governance)

GENERAL MANAGER APPROVAL: Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider adopting a policy that allows for the Council to operate in a caretaker period during the 2022 Local Government elections.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)
Land Use Planning and Approvals Act 1993

PREVIOUS COUNCIL CONSIDERATION:

Workshop - 7 June 2022 - Chief Executive Officer's Update and General Business

RECOMMENDATION:

That Council adopts the following Local Government Election Caretaker Policy (14-PI-038) as detailed below:

Local Government Election Caretaker Policy

PURPOSE

To enable the Council to maintain its operations at required service levels and establish clear guidelines for the conduct of the Mayor, Deputy Mayor, Councillors and employees during a Local Government election process.

SCOPE

The Policy applies to the Mayor, Deputy Mayor, Councillors and Council employees during the Caretaker Period.

POLICY

Section 1: Functions Not To Be Exercised

During the Caretaker Period the Council, Chief Executive Officer or any other delegate must not exercise the following functions:

- 1.1 appoint, dismiss or renew the contract of the Chief Executive Officer. An Acting General Manager may be appointed in accordance with section 61B of the *Local Government Act 1993 (Tas)*, if required;

- 1.2 enter into any contract or undertaking involving an expenditure or receipt of the Council of an amount to or greater than \$1,223,960, being 1% of the Council's revenue (including Capital Grants) as proposed in the forward estimates for the financial year in which the election is to be held. However, capital and/or operational projects or works as approved by Council as part of the annual budget process and subsequently approved by the awarding of a tender, can proceed during the Caretaker Period, regardless of their scale.
- 1.3 initiate an application to make, amend or repeal a local planning instrument under the *Land Use Planning and Approvals Act 1993* (ie. a planning scheme, a temporary local planning instrument or a planning scheme policy);
- 1.4 make a new By-Law;
- 1.5 approve or renew any Council policies and approve or review any plans and reports pursuant to *Division 2 - Plans and report of the Local Government Act 1993* (Tas).

If, in the view of the Chief Executive Officer, it is in the best interests of the community to deal with a matter that requires the exercise of the above functions during the election period (for instance to achieve a significant financial saving or resolve a time-sensitive matter), the Chief Executive Officer's report to the Council will detail the financial and other consequences of postponing the matter until after the elections.

Section 2: Normal Business of the Council to Continue

During the Caretaker Period, the normal business of Council must be continued and, therefore, the Council, Chief Executive Officer or any other delegate will continue to exercise the following functions:

- 2.1 Council Meetings, including any Special Council Meetings, shall continue to be held and will consider Agenda Items that relate to the ordinary business of Council other than those matters in Section 1 of this Policy;
- 2.2 Development Applications will be determined by the Council acting as a Planning Authority in accordance with the provisions of the *Land Use Planning and Approvals Act 1993* (LUPAA). The Council is required to comply with the LUPAA statutory timeframes for determining Development Applications. Therefore, this Policy cannot defer consideration of applications during the Caretaker Period as it would be solely reliant on an applicant's willingness to grant extensions of time to determine applications, which cannot be relied upon;
- 2.3 the organisation will continue to provide support to the Mayor, Deputy Mayor and Councillors with respect to their normal day-to-day Council business. Out-of-pocket expenses paid by Councillors during the election for costs incurred in the performance of their duties, which do not relate to any election campaign, will be reimbursed as normal;
- 2.4 the Chief Executive Officer may still exercise all delegations provided by Council, including the appointment of employees;
- 2.5 the Mayor (or Acting Mayor) will still be the spokesperson for Council in accordance with section 27 of the *Local Government Act 1993* (Tas) and shall carry out the civic and ceremonial functions of the mayoral office during the Caretaker Period. However, if the Mayor is a candidate, no electronic newsletters (or similar) are to be published with a Mayoral Column and the Mayor is to refrain from participating in any regular radio, television, social media interviews and/or articles;
- 2.6 the Council's media releases are to be limited in number and should only relate to the Council's services and activities;

- 2.7 in undertaking their duties employees should take all steps to avoid any real or perceived support for a candidate in order to protect the organisation's ability to impartially serve any incoming Council following an election.

Section 3: Requirements for Mayor, Deputy Mayor and Councillors

During the Caretaker Period the following will apply to the Mayor, Deputy Mayor and Councillors:

- 3.1 the Council's resources, including offices, support staff, hospitality services, equipment, email address and stationery is to be used exclusively for normal business of the Council and cannot be used in connection with an election;
- 3.2 no electoral material relating to specific candidates is permitted to be displayed or distributed on any of the Council's owned or managed property;
- 3.3 operational requests are to be directed through the Customer Requests system;
- 3.4 the Mayor, Deputy Mayor and Councillors are not to use their position as an elected representative, or their access to employees or resources, to gain media attention in support of their, or any other candidate's election campaign;
- 3.5 the Mayor, Deputy Mayor and Councillors are not to use their membership of a Council Committee or appointment as a member of an external group to disseminate information or promote their, or any other candidate's election campaign;
- 3.6 attendance at externally organised events will not be funded by the Council for any elected members who are candidates so as to avoid the potential (real or perceived) for Council funds to be utilised for election campaigning.

PRINCIPLES

In addition to the Council's Organisational Values, the following principles underpin this policy:

- appropriate elected member conduct (use of public resources).
- fairness and equality - provide all persons the opportunity to participate equally in local government elections
- accountability, transparency and community acceptance
- no disadvantage - separation of Council role from that of a political campaign

RELATED POLICIES AND PROCEDURES

14-Plx-016 Aldermen's Expenses and Resources Policy
14-Plx-032 Code of Conduct for Councillors
14-Plx-001 Council meetings Policy
14-Plx-033 Code of Conduct for Members of Special Committees
26-Plx-009 Political Advertising on Council Facilities Policy
Code of Tendering

RELATED LEGISLATION

Local Government Act 1993 (Tas)
Tasmanian Electoral Act 2004 (Tas)
Land Use Planning and Approvals Act 1993 (Tas)

REFERENCES

Not Applicable.

DEFINITIONS

Candidate means a person standing for election.

Caretaker Period means the period from the issuing of the writ of election through until the close of the polls of the relevant local government general election.

Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the Local Government Act 1993 (Tas). For the avoidance of doubt, Chief Executive Officer means General Manager for the purposes of the *Local Government Act 1993* (Tas) and all other legislation administered by or concerning Council.

Council means the City of Launceston.

Election Campaign means the activities of candidates to win voter support in the period preceding an election and includes activities such as door knocking, bulk emails, production of signs and flyers, telephone canvassing, social media campaigns and advertising.

Electoral Material means any advertisement, handbill, pamphlet, notice, flyer, letter or article that is intended or calculated to affect the result of an election.

REVIEW

This policy will be reviewed no more than three years after the date of approval (version) or more frequently, if dictated by operational demands and with Council's approval.

DECISION: 28 July 2022

MOTION

Moved Deputy Mayor Councillor D C Gibson, seconded Councillor A G Harris.

That Council adopts the following Local Government Election Caretaker Policy (14-PI-038) as detailed below:

Local Government Election Caretaker Policy

PURPOSE

To enable the Council to maintain its operations at required service levels and establish clear guidelines for the conduct of the Mayor, Deputy Mayor, Councillors and employees during a Local Government election process.

SCOPE

The Policy applies to the Mayor, Deputy Mayor, Councillors and Council employees during the Caretaker Period.

POLICY

Section 1: Functions Not To Be Exercised

During the Caretaker Period the Council, Chief Executive Officer or any other delegate must not exercise the following functions:

- 1.1 appoint, dismiss or renew the contract of the Chief Executive Officer. An Acting General Manager may be appointed in accordance with section 61B of the *Local Government Act 1993* (Tas), if required;
- 1.2 enter into any contract or undertaking involving an expenditure or receipt of the Council of an amount to or greater than \$1,223,960, being 1% of the Council's revenue (including Capital Grants) as proposed in the forward estimates for the financial year in which the election is to be held. However, capital and/or operational projects or works as approved by Council as part of the annual budget process and subsequently approved by the awarding of a tender, can proceed during the Caretaker Period, regardless of their scale.
- 1.3 initiate an application to make, amend or repeal a local planning instrument under the *Land Use Planning and Approvals Act 1993* (ie. a planning scheme, a temporary local planning instrument or a planning scheme policy);
- 1.4 make a new By-Law;
- 1.5 approve or renew any Council policies and approve or review any plans and reports pursuant to *Division 2 - Plans and report* of the *Local Government Act 1993* (Tas).

If, in the view of the Chief Executive Officer, it is in the best interests of the community to deal with a matter that requires the exercise of the above functions during the election period (for instance to achieve a significant financial saving or resolve a time-sensitive matter), the Chief Executive Officer's report to the Council will detail the financial and other consequences of postponing the matter until after the elections.

Section 2: Normal Business of the Council to Continue

During the Caretaker Period, the normal business of Council must be continued and, therefore, the Council, Chief Executive Officer or any other delegate will continue to exercise the following functions:

- 2.1 Council Meetings, including any Special Council Meetings, shall continue to be held and will consider Agenda Items that relate to the ordinary business of Council other than those matters in Section 1 of this Policy;
- 2.2 Development Applications will be determined by the Council acting as a Planning Authority in accordance with the provisions of the *Land Use Planning and Approvals Act 1993* (LUPAA). The Council is required to comply with the LUPAA statutory timeframes for determining Development Applications. Therefore, this Policy cannot defer consideration of applications during the Caretaker Period as it would be solely reliant on an applicant's willingness to grant extensions of time to determine applications, which cannot be relied upon;
- 2.3 the organisation will continue to provide support to the Mayor, Deputy Mayor and Councillors with respect to their normal day-to-day Council business. Out-of-pocket expenses paid by Councillors during the election for costs incurred in the performance of their duties, which do not relate to any election campaign, will be reimbursed as normal;

- 2.4 the Chief Executive Officer may still exercise all delegations provided by Council, including the appointment of employees;
- 2.5 the Mayor (or Acting Mayor) will still be the spokesperson for Council in accordance with section 27 of the *Local Government Act 1993* (Tas) and shall carry out the civic and ceremonial functions of the mayoral office during the Caretaker Period. However, if the Mayor is a candidate, no electronic newsletters (or similar) are to be published with a Mayoral Column and the Mayor is to refrain from participating in any regular radio, television, social media interviews and/or articles;
- 2.6 the Council's media releases are to be limited in number and should only relate to the Council's services and activities;
- 2.7 in undertaking their duties employees should take all steps to avoid any real or perceived support for a candidate in order to protect the organisation's ability to impartially serve any incoming Council following an election.

Section 3: Requirements for Mayor, Deputy Mayor and Councillors

During the Caretaker Period the following will apply to the Mayor, Deputy Mayor and Councillors:

- 3.1 the Council's resources, including offices, support staff, hospitality services, equipment, email address and stationery is to be used exclusively for normal business of the Council and cannot be used in connection with an election;
- 3.2 no electoral material relating to specific candidates is permitted to be displayed or distributed on any of the Council's owned or managed property;
- 3.3 operational requests are to be directed through the Customer Requests system;
- 3.4 the Mayor, Deputy Mayor and Councillors are not to use their position as an elected representative, or their access to employees or resources, to gain media attention in support of their, or any other candidate's election campaign;
- 3.5 the Mayor, Deputy Mayor and Councillors are not to use their membership of a Council Committee or appointment as a member of an external group to disseminate information or promote their, or any other candidate's election campaign;
- 3.6 attendance at externally organised events will not be funded by the Council for any elected members who are candidates so as to avoid the potential (real or perceived) for Council funds to be utilised for election campaigning.

PRINCIPLES

In addition to the Council's Organisational Values, the following principles underpin this policy:

- appropriate elected member conduct (use of public resources).
- fairness and equality - provide all persons the opportunity to participate equally in local government elections
- accountability, transparency and community acceptance
- no disadvantage - separation of Council role from that of a political campaign

RELATED POLICIES AND PROCEDURES

14-Plx-016 Aldermen's Expenses and Resources Policy

14-Plx-032 Code of Conduct for Councillors

14-Plx-001 Council meetings Policy

14-Plx-033 Code of Conduct for Members of Special Committees

26-Plx-009 Political Advertising on Council Facilities Policy

Code of Tendering

RELATED LEGISLATION

Local Government Act 1993 (Tas)

Tasmanian Electoral Act 2004 (Tas)

Land Use Planning and Approvals Act 1993 (Tas)

REFERENCES

Not Applicable.

DEFINITIONS

Candidate means a person standing for election.

Caretaker Period means the period from the issuing of the notice of election through until the close of the polls of the relevant local government general election.

Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the Local Government Act 1993 (Tas). For the avoidance of doubt, Chief Executive Officer means General Manager for the purposes of the *Local Government Act 1993 (Tas)* and all other legislation administered by or concerning Council.

Council means the City of Launceston.

Election Campaign means the activities of candidates to win voter support in the period preceding an election and includes activities such as door knocking, bulk emails, production of signs and flyers, telephone canvassing, social media campaigns and advertising.

Electoral Material means any advertisement, handbill, pamphlet, notice, flyer, letter or article that is intended or calculated to affect the result of an election.

REVIEW

This policy will be reviewed no more than three years after the date of approval (version) or more frequently, if dictated by operational demands and with Council's approval.

CARRIED 9:0

FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor K P Stojansek, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris, Councillor T G Walker and Councillor K M Preece

AGAINST VOTE: Nil

17.2 Exercise of Three Year Option - 68-72 Cameron Street, Launceston

FILE NO: SF3625

AUTHOR: Duncan Campbell (Team Leader Legal Services)

GENERAL MANAGER APPROVAL: Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider the exercise of an option to extend the lease at the Launceston Visitor and Information Centre.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. pursuant to section 175 of the *Local Government Act 1993 (Tas)*, authorises the exercise of the final option to extend the lease of the Launceston Visitor and Information Centre at 68-72 Cameron Street, Launceston for three years to 30 October 2025, with a commencing rent of \$40,000 exclusive of GST per annum.
 2. requests the Chief Executive Officer to determine the exact area of land to be leased and any remaining terms and conditions of the option as required.
 3. notes, for the avoidance of doubt, that the term Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the *Local Government Act 1993 (Tas)*.
-

DECISION: 28 July 2022

MOTION

Moved Councillor A G Harris, seconded Councillor P S Spencer.

That Council:

1. pursuant to section 175 of the *Local Government Act 1993 (Tas)*, authorises the exercise of the final option to extend the lease of the Launceston Visitor and Information Centre at 68-72 Cameron Street, Launceston for three years to 30 October 2025, with a commencing rent of \$40,000 exclusive of GST per annum.
-

2. requests the Chief Executive Officer to determine the exact area of land to be leased and any remaining terms and conditions of the option as required.
3. notes, for the avoidance of doubt, that the term Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the *Local Government Act 1993* (Tas).

CARRIED 9:0

FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor K P Stojansek, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris, Councillor T G Walker and Councillor K M Preece

AGAINST VOTE: Nil

17.3 Annual Plan Progress Report - Quarter 4 2021/2022

FILE NO: SF6811

AUTHOR: Courtney Osborne (Corporate Performance and Planning Officer)

GENERAL MANAGER APPROVAL: Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider progress against the Council's 2021/2022 Annual Plan Actions for the period ending 30 June 2022.

PREVIOUS COUNCIL CONSIDERATION:

Council - 17 June 2021 - Agenda Item 19.3 - City of Launceston Annual Plan 2021/2022

Council - 4 November 2021 - Agenda Item 19.1 - City of Launceston Annual Plan 2021/2022 - Progress Against Annual Plan Actions for Period Ending 30 September 2021

Council - 10 February 2022 - Agenda Item 19.2 - City of Launceston Annual Plan 2021/2022 - Progress Against Annual Plan Actions for Period Ending 31 December 2021

Council - 19 May 2022 - Agenda Item 15.1 - City of Launceston Annual Plan 2021/2022 - Progress Against Annual Plan Actions for Period Ending 31 March 2022

RECOMMENDATION:

That Council notes progress against the 2021/2022 Annual Plan Actions for the period ending 30 June 2022.

Strategic Priority 1: We ***connect with our Community and our Region*** through meaningful engagement, cooperation and representation.

Our interactions with our community are authentic, timely, accurate and open. We want to build strong and productive relationships with our community and regional partners.

10-Year Goal: To seek out and champion positive engagement and collaboration to capitalise on the major opportunities and address the future challenges facing our community and region.

Focus Area: To develop and consistently utilise contemporary and effective community engagement processes		
Action	Network	% Complete
Implement a rolling program of proactive community engagement through <i>Tomorrow Together</i> .	Organisational Services	100%
Comment		
The final theme, a Sustainable Council, from the original program has been completed and a report is being prepared. The next program of engagement is planned and ready for implementation in 2022/2023.		
Focus Area: To develop and consistently utilise contemporary and effective community engagement processes		
Action	Network	% Complete
Develop a Community Engagement - Policy, Strategy, Framework and Toolkit.	Organisational Services	100%
Comment		
The Community Engagement Policy, Strategy, Framework and Toolkit have been developed. Internal familiarisation and implementation has begun. Training sessions have commenced with teams across the organisation. Strategy implementation is a focus for 2022/2023.		
Focus Area: To lead the implementation of the Greater Launceston Plan via collaborative and constructive relationships with our regional partners		
Action	Network	% Complete
Work with regional partners to complete the review of the Greater Launceston Plan (GLP). Provide an agreed vision and evidence based plan to guide sustainable development of the GLP area over the medium and longer-term horizons, which is supported by all member Councils.	Organisational Services	50%
Comment		
This project has commenced and is now advancing. A consultant has been appointed and engagement is now occurring with council stakeholders. A <i>Building Better Regions Fund</i> grant was submitted seeking additional funding to expand the scope of the review, which has slowed the project. It was decided to defer substantive work until the 2022 census data is available.		
Focus Area: To advocate and collaborate to enhance regionally significant services and infrastructure for the benefit of our communities		
Action	Network	% Complete
Complete a Regional Sports Facility Plan (the Plan) in conjunction with sporting clubs, the State Government and neighbouring Councils.	Infrastructure and Assets	85%
Comment		
A consultant is delivering the Plan for the City of Launceston and neighbouring Councils through the Northern Tasmania Development Corporation. Stakeholder consultation and data collection has been completed. This was a significant undertaking which has taken time to work through with the different clubs, associations and leagues, etc. Work is continuing on the analysis of the data to inform the findings and recommendations of the Plan. The Plan is now expected to be finalised in early 2022/2023.		

Focus Area: To advocate and collaborate to enhance regionally significant services and infrastructure for the benefit of our communities		
Action	Network	% Complete
Develop and implement an effective advocacy strategy for the State and Federal elections.	Chief Executive Officer	100%
Comment		
Based on the Council's Four Year Delivery Plan, advocacy on the Council's priority projects occurred with the State and Federal Governments throughout the year.		

Strategic Priority 2: We ***Facilitate Prosperity*** by seeking out and responding to opportunities for growth and renewal of our regional economy.

We use our influence and resources to deliver the foundations for ongoing economic development. We want Launceston to be the heart of a thriving regional economy.

10-Year Goal: To have realised opportunities that grow and sustain our economy and foster creative and innovative people and industries.

Focus Area: To actively market the City and region and pursue investment.		
Action	Network	% Complete
Develop and progress Smart Cities initiatives.	Organisational Services	80%
Comment		
Initial tranche of Smart City initiatives developed under the Greater Launceston Transformation Plan are nearing completion. Based on the learning and opportunities from this work, a Smart City Strategy is in development with completion expected in August 2022.		
Focus Area: To actively market the City and region and pursue investment.		
Action	Network	% Complete
Implementation of outcomes of Cityprom review.	Organisational Services	100%
Comment		
The outcomes of the Cityprom review have now been delivered by a working group comprising council employees, Cityprom and the Launceston Chamber of Commerce. A Council decision was finalised on 16 June 2022 supporting the outcomes of the review.		
Focus Area: To provide an environment that is supportive to business and development within the municipality.		
Action	Network	% Complete
Review and implement Sister Cities Engagement Program.	Organisational Services	80%
Comment		
This project has been slowed by the ongoing COVID-19 Pandemic. The Council has now written to all its Sister Cities and engagement with Sister Cities partners remains positive. Work to progress commitments and measurable outcomes to occur in 2022/2023. The Sister City Committee will convene to further progress and finalise the outcomes from the review.		

Focus Area: To provide an environment that is supportive to business and development within the municipality.		
Action	Network	% Complete
Review <i>Horizon 2021</i> - Economic Development Plan.	Organisational Services	100%
Comment		
The review and revised Economic Development Plan drafts have been completed.		

Strategic Priority 3: We are a **Progressive Leader** that is accountable to our governance obligations and responsive to our community.

Our decision-making and actions are evidence-based, strategic, transparent and considered. We are ethical, fair and impartial in complying with and enforcing the law.

10-Year Goal: To ensure decisions are made in a transparent and accountable way, that effectively meet our statutory obligations, support quality services and underpin the long-term sustainability of our organisation.

Focus Area: To provide for the health, safety and welfare of the community.		
Action	Network	% Complete
Continue to support the long-term recovery of the municipal area in light of the COVID-19 Pandemic.	Chief Executive Officer	100%
Comment		
The Launceston economy is performing well despite the impact of the COVID-19 Pandemic and this was highlighted in the Council's 2022 <i>State of the City Report</i> . The Council's Long Term Financial Plan has been revised to provide a balanced approach to addressing the financial impacts of the COVID-19 Pandemic without placing undue financial stress on Launceston ratepayers. This will necessitate a glide path that will return the Council to operational surplus within the medium term.		
Focus Area: To fairly and equitably discharge our statutory and governance obligations.		
Action	Network	% Complete
Provide information and advice to prospective Councillor candidates and support the Tasmanian Electoral Commission in the delivery of the Local Government election.	Organisational Services	100%
Comment		
The Council's Officers, including the Chief Executive Officer, have provided information and advice to prospective candidates and electors on the upcoming local government election through its website, the Council Agenda and discussions with individuals and groups. The Council will run Candidate Information Sessions in the lead up to the 2022 Local Government Election and planning for these sessions has commenced. The content for these sessions will be finalised in the 2022/2023 financial year as information as to the conduct of the election is available from the Tasmanian Electoral Commission and the Local Government Association of Tasmania. The Council's Officers will continue to provide information on the upcoming election as opportunities arise.		

The Council's Officers will liaise with the Tasmanian Electoral Commission on an ongoing basis to provide support in the delivery of the Local Government Election. The General Manager's Electoral Roll was updated in March in preparation for the checking of elector eligibility on the roll process to occur in July 2022.		
Focus Area: To ensure decisions are made on the basis of accurate and relevant information.		
Action	Network	% Complete
Level of Service Planning Stage 1 <ul style="list-style-type: none"> Develop a project plan to document service levels, review appropriateness of services and engage with the community around expectations. 	Organisational Services	10%
Comment		
This project has been slowed due to an inability to recruit a Level of Service Officer. An internal working group has been established to progress this project. A draft policy has been formulated and work has commenced on development of a framework for the Level of Service work.		
Focus Area: To continually improve our service delivery via a continuous improvement mindset, pursuing efficiency gains and adopting technological and other process innovations.		
Action	Network	% Complete
Organisational Cultural Development Roadmap <ul style="list-style-type: none"> Continue to implement an organisational development program. 	Organisational Services	100%
Comment		
New members of the Organisational Development (OD) team commenced in April 2022. The team has reviewed its OD A3 Team Plan and confirmed priorities for the coming year. The team are engaging with leaders in the organisation to inform a review and enhancement of the Leadership Development Program. This will build on the work that has been undertaken to develop leaders as part of the Leadership Foundation Program conducted in 2021/2022.		
The leadership capabilities are being reviewed and streamlined. The Value's Champions continue to work well together with the value of <i>We care about our Community</i> underway. Teams are engaging in discussions and sharing stories about ways the organisation's people and teams care for our community.		
The Cultural Survey has been postponed until February 2023 due to ongoing Enterprise Agreement negotiations.		
Focus Area: To continually improve our service delivery via a continuous improvement mindset, pursuing efficiency gains and adopting technological and other process innovations.		
Action	Network	% Complete
Commence development of a Business Performance Measurement framework, as well as Strategic, Operational and Community satisfaction focused Key Performance Indicators which can be tracked in a consistent manner and reported on.	Organisational Services	5%

Comment		
Project on hold due to competing priorities.		
Focus Area: To maintain a financially sustainable organisation.		
Action	Network	% Complete
Implement the recommendations of the UTAS Stadium Future Direction Plan.	Chief Executive Officer	100%
Comment		
The Council's Officers are currently working with the State Government to form the new entity <i>Stadiums Tasmania</i> which will assume ownership of the UTAS Stadium. It is planned that this will occur by the end of 2022. The project is on time and all the Council's commitments for 2021/2022 have been met.		
Focus Area: To maintain a financially sustainable organisation.		
Action	Network	% Complete
Implement recommendations of the <i>Queen Victoria Museum and Art Gallery Futures Plan</i> .	Chief Executive Officer	100%
Comment		
The Council's Officers have been working with the State Government to achieve a common position on the <i>QVMAG Futures Plan</i> (the Plan). The Plan has now been finalised and was endorsed by Council on 30 June 2022. Implementation of the Plan will take many years and a detailed action plan will be developed in early 2022/2023.		
Focus Area: To maintain a financially sustainable organisation.		
Action	Network	% Complete
Develop a Future Workforce Planning Framework.	Organisational Services	75%
Comment		
Engagement sessions with every member of the Senior Leadership Team have been completed and this information is being used to develop a Future Workforce Plan. Current state has been captured with a workforce infographic. Conversations will take place with the Executive Leadership Team and Senior Leadership Team to discuss and agree on how the work will occur through the future workforce challenges that have been raised and captured in the Plan.		

Strategic Priority 4: We value our **City's Unique** Identity by celebrating our special heritage and culture and building on our competitive advantages to be a place where people choose to live, work and visit.

We facilitate our community's sense of place by enhancing local identity. We want people to be proud to say that Launceston is *my City*.

10-Year Goal: To sustain and promote Launceston as a unique place to live, work, learn and play.

Focus Area: To continue to offer an attractive network of parks, open spaces and facilities throughout Launceston.		
Action	Network	% Complete
Develop and implement an improvement plan for Princess Theatre and Earl Arts Centre upgrade implementation.	Infrastructure and Assets	65%
Comment		
Further work on this project was placed on hold pending the outcome of the Federal election funding bids. The project was held at the point of preliminary stakeholder engagement, high level concept design and preliminary staging of delivery. On that basis, a detailed Masterplan for redevelopment of the Princess Theatre and Earl Arts Centre in 2021/2022 only progressed to 65% completion. Work will now recommence to continue the Masterplan which, for 2022/2023, is forecasted to include architectural design to development application/building application stage and development of a Conservation Management Plan for the Princess Theatre. Implementation of the Masterplan will be staged over multiple years.		
Focus Area: To continue to offer an attractive network of parks, open spaces and facilities throughout Launceston.		
Action	Network	% Complete
Undertake review of the City of Launceston Open Space Strategy.	Infrastructure and Assets	Not Started
Comment		
This project will be undertaken within the 2022/2023 year due to internal resourcing constraints.		
Focus Area: To continue to offer an attractive network of parks, open spaces and facilities throughout Launceston.		
Action	Network	% Complete
Commence Albert Hall renewal.	Infrastructure and Assets	50%
Comment		
The Development Application Permit for Stage 3 works has been issued and the tender for building construction is currently open. The Building Application documentation is near completion and tenders for building construction for Stage 2 works are due to be advertised mid-August 2022. The Conservation Management Plan is yet to be endorsed by Council. The pre-existing schedule of events being held at the Hall has been finalised as of June 2022. The Council's Officers are currently seeking a variation to the funding agreement due to constraints in the external market with contractor and material availability.		
Focus Area: To support the central business district (CBD) and commercial areas as activity places during day and night.		
Action	Network	%Complete
Launceston City Heart - Design and engage on projects including: <ul style="list-style-type: none"> • Paterson Street urban upgrade. • St John Street removal of bus stops and urban upgrade. • Traffic changes to support City Heart. 	Community and Place	90%

Comment		
The concept design has been finalised. This has been developed following extensive community consultation, together with stakeholder input and best practice design. This was the basis for a <i>Building Better Regions Fund</i> application. Further design and engagement will continue in 2022/2023 once there is a clearer direction on the transport hub project. Community and business engagement for implementation of traffic changes will not be undertaken in 2021/2022.		
Focus Area: To support the central business district (CBD) and commercial areas as activity places during day and night.		
Action	Network	% Complete
Prepare for Launceston City Heart CBD traffic changes.	Infrastructure and Assets	10%
Comment		
Preliminary intersection and streetscape layout determined based on required traffic function. This project is on hold until there is a clearer direction on the transport hub project.		
Focus Area: To support the central business district (CBD) and commercial areas as activity places during day and night.		
Action	Network	% Complete
Continue work on the Launceston City Heart Transport Hub.	Infrastructure and Assets	2%
Comment		
Pre-functional design with associated estimate complete. Investigation and design for required pavement works in Dechaineux Way commenced.		
Focus Area: To support the central business district and commercial areas as activity places during day and night.		
Action	Network	% Complete
Deliver redevelopment of the former Birchalls building.	Chief Executive Officer	25%
Comment		
The Expression of Interest (Eol) process to identify a preferred proponent and re-development proposal is still live and is currently awaiting determination of the dispute in respect to the Paterson Street central carpark site. Once there is certainty on the future of this site, the Council will be able to finalise the Eol process and move into the next phase of the project to re-develop the Birchalls building.		
Focus Area: To promote and enhance Launceston's rich heritage, culture and natural environment.		
Action	Network	% Complete
Launceston Heritage List Review and Precincts <ul style="list-style-type: none"> Continue review of the City of Launceston's local heritage list. 	Community and Place	80%
Comment		
The datasheets for Stage 5 have been received and are currently being reviewed. A project plan to progress the heritage list review is currently being developed.		

Focus Area: To promote and enhance Launceston's rich heritage, culture and natural environment.		
Action	Network	% Complete
Complete implementation of the <i>TASMANAC</i> Tourism Information Platform in collaboration with State partners.	Creative Arts and Cultural Services	100%
Comment		
The Queen Victoria Museum and Art Gallery's inputs for the initial content ingestion have been completed and, therefore, this project has been marked as complete. It needs to be noted that the overall project, being managed by the Tasmanian Museum and Art Gallery, is yet to be finalised. This is beyond the control of the QVMAG.		
Focus Area: To promote and enhance Launceston's rich heritage, culture and natural environment.		
Action	Network	% Complete
Complete implementation of the Digital Culture Experience in collaboration with State partners <ul style="list-style-type: none"> Collection Management System (DCE). <i>Augmented Reality Education</i> App. 	Creative Arts and Cultural Services	95%
Comment		
The <i>Augmented Reality Education</i> App has been completed and is awaiting its go live status, pending the Department of Education/State Growth's decision on hosting and maintenance of the App. The DCE project is now undergoing final development towards platform hosting, live testing and then finally full operation.		
Focus Area: To promote and enhance Launceston's rich heritage, culture and natural environment.		
Action	Network	% Complete
QVMAG Collection Audit <ul style="list-style-type: none"> Continue to create consistent and accessible records for each asset/object. 	Creative Arts and Cultural Services	7%
Comment		
The multi-year Collection Audit is ongoing. The current focus of the project is the Visual Arts and Design (VAD) collection which is 7% complete. QVMAG staff from the history department have commenced auditing the extensive historic photographic collection. Digitisation of the QVMAG's accession registers has commenced. This work is being completed by an external contractor.		
Focus Area: To promote and enhance Launceston's rich heritage, culture and natural environment.		
Action	Network	% Complete
Plan and launch new exhibitions of QVMAG permanent collections with a focus on contemporary and local stories <ul style="list-style-type: none"> Open Storage - Inveresk. Main Gallery - Royal Park. 	Creative Arts and Cultural Services	80%
Comment		
New permanent displays were opened at the Art Gallery at Royal Park on 31 July 2021. Planning for the Open Storage display at Inveresk is underway and new exhibitions are in development for the Sign Writer's Shop and HJ King in the Inveresk Mezzanine gallery. Completion of the Open Storage display, Sign Writer's Shop and HJ King exhibition will roll over to 2022/2023 financial year.		

Focus Area: To promote and enhance Launceston's rich heritage, culture and natural environment.		
Action	Network	% Complete
Commence implementation of the Cultural Strategy for the City of Launceston.	Community and Place	100%
Comment		
Implementation of the Cultural Strategy is well underway. An action plan is being developed and a number of Year 1 actions have already been implemented.		
Focus Area: To promote and enhance Launceston's rich heritage, culture and natural environment.		
Action	Network	% Complete
Launceston Place Brand implementation.	Community and Place	100%
Comment		
A Launceston Place Brand Policy was adopted by Council on 27 January 2022. All creative concepts have been finalised and are available for public use at Error! Hyperlink reference not valid.. The implementation plan is being refined and rolled out and discussions with multiple stakeholders are underway as to how they can best use the Place Brand.		

Strategic Priority 5: We ***Serve and Care*** for our Community by providing equitable and efficient services that reflects needs and expectations of our community.

We are invested in our community's long term health, well-being, safety and resilience. We want to be trusted and respected by our community.

10-Year Goal: To offer access to services and spaces for all community members and to work in partnership with stakeholders to address the needs of vulnerable communities.

Focus Area: To plan for and provide services and facilities that recognise the changing demographics and needs of our community.		
Action	Network	% Complete
Implement the Council's commitments from the <i>My Place My Future</i> Plan.	Community and Place	95%
Comment		
The majority of projects listed for the 2021/2022 financial year have been completed, including those for which grant funding was successfully obtained. Successfully implemented projects have included the second round of <i>Ignite Us</i> leadership development, more public WiFi projects, road safety program, neighbourhood development program <i>Say G'day on Bin Day</i> , skate park event in Ravenswood in May, vandalism literature review and some work with the Youth Advisory Group. Two projects for which full expenditure was not completed included a version of community grants and work on the Northern Recreation Hub, which are progressing separately.		
Focus Area: To define and communicate our role in promoting social inclusion and equity.		
Action	Network	% Complete
Development of a Social Inclusion Framework.	Community and Place	30%

Comment		
This project has been carried over until 2022/2023.		
Focus Area: To define and communicate our role in promoting social inclusion and equity.		
Action	Network	% Complete
Develop a Council wide Aboriginal Partnership Plan.	Chief Executive Officer	95%
Comment		
The Council's Officers have undertaken significant engagement in respect to the development of the Plan. This has involved one on one meetings with Aboriginal community members, workshops with the Executive and Senior Leadership Teams as well as with the Councillors. The Plan will be finalised in June and will be submitted to Council for consideration in August.		
Focus Area: To define and communicate our role in promoting social inclusion and equity.		
Action	Network	% Complete
Develop an Action Plan under the Access Framework for Action.	Community and Place	100%
Comment		
The 2021/2022 Action Plan has been developed and endorsed by the Access Advisory Committee. The 2022/2023 Action Plan is now being finalised.		
Focus Area: To define and communicate our role in promoting social inclusion and equity.		
Action	Network	% Complete
Implement the action plan for the Access Framework.	Community and Place	75%
Comment		
The 2022/2023 Action Plan is being finalised with input from the Access Advisory Committee and various internal stakeholders. There is great support and willingness to implement actions that will make a difference to people with accessibility issues.		
Focus Area: To work in partnership with community organisations and other levels of government to maximise participation opportunities for vulnerable and diverse members of the community.		
Action	Network	% Complete
Continue to roll out the <i>ABCDE</i> Learning Sites community development program to communities across the municipality.	Community and Place	100%
Comment		
The Kings Meadows <i>ABCDE</i> Learning Site is complete. Planning work has commenced for the Invermay Learning Site for 2022/2023.		
Focus Area: To develop and manage infrastructure and resources to protect our community from natural and other hazards.		
Action	Network	% Complete
Develop planning controls for levee protected areas.	Community and Place	100%
Comment		
Community survey and flood risk analysis and the planning controls for levee protected areas have been completed.		

Strategic Priority 6: We ***Protect our Environment*** by caring for our unique natural assets and amenity and sensitively managing future development opportunities.

We strive to minimise the impact of our actions on the environment, while planning for, adapting to and managing the impact of climate change. We want to protect the special character and values of our city for future generations.

10-Year Goal: To enhance the unique natural character, values and amenity of our City by minimising the impacts of our organisation's and our community's activities in the environment.

Focus Area: To reduce our and the community's impact on the natural environment.		
Action	Network	% Complete
Implement the City of Launceston Sustainability Strategy and Carbon Reduction Plan to achieve carbon neutrality and sourcing 100% renewable energy for the Council's owned buildings by 2025.	Infrastructure and Assets	100%
Comment		
The <i>Towards Zero Emissions Action Plan</i> (formerly the <i>Carbon Reduction Plan</i>) has been approved by Council. Priority actions for 2021/2022 have been undertaken and in sight for asset owners to inform upcoming budgets. The <i>Sustainability Action Plan</i> was completed and endorsed by Council in January 2022. The 2021/2022 implementation actions listed in the <i>Sustainability Action Plan</i> have been progressed. There is a continued implementation of the Sustainability Strategy as an action in Council's 2022/23 Annual Action Plan.		
Focus Area: To contribute to air and river quality improvements in Launceston.		
Action	Network	% Complete
Support the Tamar Estuary Management Taskforce. Provide technical support for TasWater/NRM North in implementation of the <i>kanamaluka/Tamar Estuary River Health Action Plan</i> (catchment management and combined system improvements, public education and policy development).	Infrastructure and Assets	100%
Comment		
Technical support is being provided as required. The focus areas throughout 2021/2022 have been on finalising the Tamar Estuary Management Taskforce vision and refining works planned to address the Tidal Prism issues. The Council has continued to support TasWater in its delivery of the planned infrastructure improvements.		

Strategic Priority 7: We are a ***City Planning for our Future*** by ensuring our approach to strategic land-use, development and infrastructure investment is coordinated, progressive, and sustainable.

We play a leading role in balancing the enviable amenity of our municipality with the needs of future development and growth. We want to influence the delivery of the right investment for our City and Region.

10-Year Goal: To facilitate appropriate development via integrated land-use planning, infrastructure investment and transport solutions within our municipality and region.

Focus Area: To ensure that our application of the land-use planning system at a local and regional level is effective and efficient.		
Action	Network	% Complete
Launceston Planning Scheme, Local Provisions Schedule.	Community and Place	100%
Comment		
The Council's Officers have completed the local provisions schedule and it has been submitted to the Tasmanian Planning Commission for assessment. The public hearings into scheme representations were finalised on 17 May 2022. It is anticipated that the Tasmanian Planning Commission will finalise its assessment in July with the scheme coming into effect shortly afterwards. This action has been marked as complete as all of the Council's work has been completed.		
Focus Area: To take a strategic approach to development sites and infrastructure investment within the municipality to maximise public benefit and encourage development and investment.		
Action	Network	% Complete
Commence project to identify highest and best use of the Council's owned buildings and land.	Organisational Services	15%
Comment		
Internal working group established and development of framework has commenced.		
Focus Area: To take a strategic approach to development sites and infrastructure investment within the municipality to maximise public benefit and encourage development and investment.		
Action	Network	% Complete
Northern Regional Land Use Strategy Review.	Community and Place	100%
Comment		
Stage 1 review has been completed. Work commenced on preparation for a broader review in conjunction with Northern Tasmania Development Corporation and State Government.		
Focus Area: To take a strategic approach to development sites and infrastructure investment within the municipality to maximise public benefit and encourage development and investment.		
Action	Network	% Complete
Develop a Place Making Framework.	Community and Place	10%
Comment		
This has been rescheduled to the 2022/2023 financial year.		
Focus Area: To improve and maintain accessibility, transport options and infrastructure within the Launceston area, including its rural areas.		
Action	Network	% Complete
Implement the Launceston Transport Strategy.	Infrastructure and Assets	90%

Comment		
A work plan has been completed to complement the Launceston Transport Strategy. The initiatives contained within the first four years of the work plan are in various stages of completion. The shared micro-mobility trial is well underway and the Transport Committee has commenced. A network wide risk assessment is being undertaken to prioritise transport safety improvements and proposed speed limit changes are ready to present to Council.		
Focus Area: To improve and maintain accessibility, transport options and infrastructure within the Launceston area, including its rural areas.		
Action	Network	% Complete
Continue work on South Prospect Residential Growth Strategy and Masterplan.	Community and Place	75%
Comment		
Preliminary work to support a rezoning is at an advanced stage.		
Focus Area: To ensure our suite of strategic planning initiatives are coordinated and representative of our community's needs and aspirations.		
Action	Network	% Complete
City Deal Agreement: <ul style="list-style-type: none"> Continue to work with the Federal and State Governments to successfully implement all of the City of Launceston's commitments under the City Deal program to deliver a range of economic and social benefits to the City. 	Chief Executive Officer	100%
Comment		
<p>This project has been marked as complete as the Council has met its 2021/2022 commitments in respect to the implementation of the Launceston City Deal, noting that this is an ongoing project.</p> <p>The Launceston City Deal Executive Board met in Launceston on Tuesday, 5 April 2022 and received a tour of Launceston and the City Deal projects underway. Following the Federal Election, the Council has continued to liaise with all City Deal stakeholders. All three levels of government continue to work collaboratively.</p> <p>The City of Launceston organised two events to support the Planning Institute of Australia's National Congress who held a study tour in Launceston: A Dinner and Discussion event was attended by 60 people including 18 Planners. The panel discussion focused on strategic planning, statutory planning and the role of City Deals. A guided walking tour incorporated City Deal projects, and attendees met with City of Launceston staff and City Deal stakeholders.</p> <p>Denham Henty Garden adjacent to Macquarie House is now complete. Street furniture has been installed including a new 4.5m-tall arbour system in Charles Street, between Brisbane and York Streets. The arbour comprises a new overhead garden and a street-level garden featuring native plants, which will be complete in August 2022. This will see Launceston City Heart Stage 1 complete.</p> <p>Launceston City Heart Stage 2 is awaiting the <i>Building Better Regions Fund</i> Round 6 grant announcement.</p>		

The recently endorsed <i>QVMAG Futures Plan</i> builds on the Cultural Strategy, setting out five key directions and four priority projects.		
Focus Area: To ensure our suite of strategic planning initiatives are coordinated and representative of our community's needs and aspirations.		
Action	Network	% Complete
City Deal Agreement - determination of projects for additional five years.	Chief Executive Officer	85%
Comment		
Research and detailed analysis on potential projects is completed. The Council's contribution has been prepared for the 2022 - 2027 Implementation Plan. The Implementation Plan has been delayed due to the timing of the election. This is expected in late 2022.		
The Federal election and change of government has understandably delayed the release of the Implementation Plan. The City of Launceston's contribution and assessment of projects has progressed. The Council's Officers will continue to work with government partners to complete the determination of projects and release the Implementation Plan in accordance with revised timelines.		

Councillor K P Stojansek withdrew from the Meeting at 2.46pm

DECISION: 28 July 2022

MOTION

Moved Councillor P S Spencer, seconded Councillor A G Harris.

That Council notes progress against the 2021/2022 Annual Plan Actions for the period ending 30 June 2022.

Strategic Priority 1: We *connect with our Community and our Region* through meaningful engagement, cooperation and representation.

Our interactions with our community are authentic, timely, accurate and open. We want to build strong and productive relationships with our community and regional partners.

10-Year Goal: To seek out and champion positive engagement and collaboration to capitalise on the major opportunities and address the future challenges facing our community and region.

Focus Area: To develop and consistently utilise contemporary and effective community engagement processes		
Action	Network	% Complete
Implement a rolling program of proactive community engagement through <i>Tomorrow Together</i> .	Organisational Services	100%

Comment		
The final theme, a Sustainable Council, from the original program has been completed and a report is being prepared. The next program of engagement is planned and ready for implementation in 2022/2023.		
Focus Area: To develop and consistently utilise contemporary and effective community engagement processes		
Action	Network	% Complete
Develop a Community Engagement - Policy, Strategy, Framework and Toolkit.	Organisational Services	100%
Comment		
The Community Engagement Policy, Strategy, Framework and Toolkit have been developed. Internal familiarisation and implementation has begun. Training sessions have commenced with teams across the organisation. Strategy implementation is a focus for 2022/2023.		
Focus Area: To lead the implementation of the Greater Launceston Plan via collaborative and constructive relationships with our regional partners		
Action	Network	% Complete
Work with regional partners to complete the review of the Greater Launceston Plan (GLP). Provide an agreed vision and evidence based plan to guide sustainable development of the GLP area over the medium and longer-term horizons, which is supported by all member Councils.	Organisational Services	50%
Comment		
This project has commenced and is now advancing. A consultant has been appointed and engagement is now occurring with council stakeholders. A <i>Building Better Regions Fund</i> grant was submitted seeking additional funding to expand the scope of the review, which has slowed the project. It was decided to defer substantive work until the 2022 census data is available.		
Focus Area: To advocate and collaborate to enhance regionally significant services and infrastructure for the benefit of our communities		
Action	Network	% Complete
Complete a Regional Sports Facility Plan (the Plan) in conjunction with sporting clubs, the State Government and neighbouring Councils.	Infrastructure and Assets	85%
Comment		
A consultant is delivering the Plan for the City of Launceston and neighbouring Councils through the Northern Tasmania Development Corporation. Stakeholder consultation and data collection has been completed. This was a significant undertaking which has taken time to work through with the different clubs, associations and leagues, etc. Work is continuing on the analysis of the data to inform the findings and recommendations of the Plan. The Plan is now expected to be finalised in early 2022/2023.		

Focus Area: To advocate and collaborate to enhance regionally significant services and infrastructure for the benefit of our communities		
Action	Network	% Complete
Develop and implement an effective advocacy strategy for the State and Federal elections.	Chief Executive Officer	100%
Comment		
Based on the Council's Four Year Delivery Plan, advocacy on the Council's priority projects occurred with the State and Federal Governments throughout the year.		

Strategic Priority 2: We *Facilitate Prosperity* by seeking out and responding to opportunities for growth and renewal of our regional economy.

We use our influence and resources to deliver the foundations for ongoing economic development. We want Launceston to be the heart of a thriving regional economy.

10-Year Goal: To have realised opportunities that grow and sustain our economy and foster creative and innovative people and industries.

Focus Area: To actively market the City and region and pursue investment.		
Action	Network	% Complete
Develop and progress Smart Cities initiatives.	Organisational Services	80%
Comment		
Initial tranche of Smart City initiatives developed under the Greater Launceston Transformation Plan are nearing completion. Based on the learning and opportunities from this work, a Smart City Strategy is in development with completion expected in August 2022.		
Focus Area: To actively market the City and region and pursue investment.		
Action	Network	% Complete
Implementation of outcomes of Cityprom review.	Organisational Services	100%
Comment		
The outcomes of the Cityprom review have now been delivered by a working group comprising council employees, Cityprom and the Launceston Chamber of Commerce. A Council decision was finalised on 16 June 2022 supporting the outcomes of the review.		
Focus Area: To provide an environment that is supportive to business and development within the municipality.		
Action	Network	% Complete
Review and implement Sister Cities Engagement Program.	Organisational Services	80%

Comment		
This project has been slowed by the ongoing COVID-19 Pandemic. The Council has now written to all its Sister Cities and engagement with Sister Cities partners remains positive. Work to progress commitments and measurable outcomes to occur in 2022/2023. The Sister City Committee will convene to further progress and finalise the outcomes from the review.		
Focus Area: To provide an environment that is supportive to business and development within the municipality.		
Action	Network	% Complete
Review <i>Horizon 2021</i> - Economic Development Plan.	Organisational Services	100%
Comment		
The review and revised Economic Development Plan drafts have been completed.		

Strategic Priority 3: We are a *Progressive Leader* that is accountable to our governance obligations and responsive to our community.

Our decision-making and actions are evidence-based, strategic, transparent and considered. We are ethical, fair and impartial in complying with and enforcing the law.

10-Year Goal: To ensure decisions are made in a transparent and accountable way, that effectively meet our statutory obligations, support quality services and underpin the long-term sustainability of our organisation.

Focus Area: To provide for the health, safety and welfare of the community.		
Action	Network	% Complete
Continue to support the long-term recovery of the municipal area in light of the COVID-19 Pandemic.	Chief Executive Officer	100%
Comment		
The Launceston economy is performing well despite the impact of the COVID-19 Pandemic and this was highlighted in the Council's 2022 <i>State of the City Report</i> . The Council's Long Term Financial Plan has been revised to provide a balanced approach to addressing the financial impacts of the COVID-19 Pandemic without placing undue financial stress on Launceston ratepayers. This will necessitate a glide path that will return the Council to operational surplus within the medium term.		
Focus Area: To fairly and equitably discharge our statutory and governance obligations.		
Action	Network	% Complete
Provide information and advice to prospective Councillor candidates and support the Tasmanian Electoral Commission in the delivery of the Local Government election.	Organisational Services	100%

Comment		
<p>The Council's Officers, including the Chief Executive Officer, have provided information and advice to prospective candidates and electors on the upcoming local government election through its website, the Council Agenda and discussions with individuals and groups. The Council will run Candidate Information Sessions in the lead up to the 2022 Local Government Election and planning for these sessions has commenced. The content for these sessions will be finalised in the 2022/2023 financial year as information as to the conduct of the election is available from the Tasmanian Electoral Commission and the Local Government Association of Tasmania. The Council's Officers will continue to provide information on the upcoming election as opportunities arise.</p> <p>The Council's Officers will liaise with the Tasmanian Electoral Commission on an ongoing basis to provide support in the delivery of the Local Government Election. The General Manager's Electoral Roll was updated in March in preparation for the checking of elector eligibility on the roll process to occur in July 2022.</p>		
Focus Area: To ensure decisions are made on the basis of accurate and relevant information.		
Action	Network	% Complete
<p>Level of Service Planning Stage 1</p> <ul style="list-style-type: none"> Develop a project plan to document service levels, review appropriateness of services and engage with the community around expectations. 	Organisational Services	10%
Comment		
<p>This project has been slowed due to an inability to recruit a Level of Service Officer. An internal working group has been established to progress this project. A draft policy has been formulated and work has commenced on development of a framework for the Level of Service work.</p>		
Focus Area: To continually improve our service delivery via a continuous improvement mindset, pursuing efficiency gains and adopting technological and other process innovations.		
Action	Network	% Complete
<p>Organisational Cultural Development Roadmap</p> <ul style="list-style-type: none"> Continue to implement an organisational development program. 	Organisational Services	100%
Comment		
<p>New members of the Organisational Development (OD) team commenced in April 2022. The team has reviewed its OD A3 Team Plan and confirmed priorities for the coming year. The team are engaging with leaders in the organisation to inform a review and enhancement of the Leadership Development Program. This will build on the work that has been undertaken to develop leaders as part of the Leadership Foundation Program conducted in 2021/2022.</p> <p>The leadership capabilities are being reviewed and streamlined. The Value's Champions continue to work well together with the value of <i>We care about our</i></p>		

Community underway. Teams are engaging in discussions and sharing stories about ways the organisation's people and teams care for our community.		
The Cultural Survey has been postponed until February 2023 due to ongoing Enterprise Agreement negotiations.		
Focus Area: To continually improve our service delivery via a continuous improvement mindset, pursuing efficiency gains and adopting technological and other process innovations.		
Action	Network	% Complete
Commence development of a Business Performance Measurement framework, as well as Strategic, Operational and Community satisfaction focused Key Performance Indicators which can be tracked in a consistent manner and reported on.	Organisational Services	5%
Comment		
Project on hold due to competing priorities.		
Focus Area: To maintain a financially sustainable organisation.		
Action	Network	% Complete
Implement the recommendations of the UTAS Stadium Future Direction Plan.	Chief Executive Officer	100%
Comment		
The Council's Officers are currently working with the State Government to form the new entity <i>Stadiums Tasmania</i> which will assume ownership of the UTAS Stadium. It is planned that this will occur by the end of 2022. The project is on time and all the Council's commitments for 2021/2022 have been met.		
Focus Area: To maintain a financially sustainable organisation.		
Action	Network	% Complete
Implement recommendations of the <i>Queen Victoria Museum and Art Gallery Futures Plan</i> .	Chief Executive Officer	100%
Comment		
The Council's Officers have been working with the State Government to achieve a common position on the <i>QVMAG Futures Plan</i> (the Plan). The Plan has now been finalised and was endorsed by Council on 30 June 2022. Implementation of the Plan will take many years and a detailed action plan will be developed in early 2022/2023.		
Focus Area: To maintain a financially sustainable organisation.		
Action	Network	% Complete
Develop a Future Workforce Planning Framework.	Organisational Services	75%

Comment
Engagement sessions with every member of the Senior Leadership Team have been completed and this information is being used to develop a Future Workforce Plan. Current state has been captured with a workforce infographic. Conversations will take place with the Executive Leadership Team and Senior Leadership Team to discuss and agree on how the work will occur through the future workforce challenges that have been raised and captured in the Plan.

Strategic Priority 4: We value our *City's Unique Identity* by celebrating our special heritage and culture and building on our competitive advantages to be a place where people choose to live, work and visit.

We facilitate our community's sense of place by enhancing local identity. We want people to be proud to say that Launceston is *my City*.

10-Year Goal: To sustain and promote Launceston as a unique place to live, work, learn and play.

Focus Area: To continue to offer an attractive network of parks, open spaces and facilities throughout Launceston.		
Action	Network	% Complete
Develop and implement an improvement plan for Princess Theatre and Earl Arts Centre upgrade implementation.	Infrastructure and Assets	65%
Comment		
Further work on this project was placed on hold pending the outcome of the Federal election funding bids. The project was held at the point of preliminary stakeholder engagement, high level concept design and preliminary staging of delivery. On that basis, a detailed Masterplan for redevelopment of the Princess Theatre and Earl Arts Centre in 2021/2022 only progressed to 65% completion. Work will now recommence to continue the Masterplan which, for 2022/2023, is forecasted to include architectural design to development application/building application stage and development of a Conservation Management Plan for the Princess Theatre. Implementation of the Masterplan will be staged over multiple years.		
Focus Area: To continue to offer an attractive network of parks, open spaces and facilities throughout Launceston.		
Action	Network	% Complete
Undertake review of the City of Launceston Open Space Strategy.	Infrastructure and Assets	Not Started
Comment		
This project will be undertaken within the 2022/2023 year due to internal resourcing constraints.		
Focus Area: To continue to offer an attractive network of parks, open spaces and facilities throughout Launceston.		

Action	Network	% Complete
Commence Albert Hall renewal.	Infrastructure and Assets	50%
Comment		
The Development Application Permit for Stage 3 works has been issued and the tender for building construction is currently open. The Building Application documentation is near completion and tenders for building construction for Stage 2 works are due to be advertised mid-August 2022. The Conservation Management Plan is yet to be endorsed by Council. The pre-existing schedule of events being held at the Hall has been finalised as of June 2022. The Council's Officers are currently seeking a variation to the funding agreement due to constraints in the external market with contractor and material availability.		
Focus Area: To support the central business district (CBD) and commercial areas as activity places during day and night.		
Action	Network	%Complete
Launceston City Heart - Design and engage on projects including: <ul style="list-style-type: none"> Paterson Street urban upgrade. St John Street removal of bus stops and urban upgrade. Traffic changes to support City Heart. 	Community and Place	90%
Comment		
The concept design has been finalised. This has been developed following extensive community consultation, together with stakeholder input and best practice design. This was the basis for a <i>Building Better Regions Fund</i> application. Further design and engagement will continue in 2022/2023 once there is a clearer direction on the transport hub project. Community and business engagement for implementation of traffic changes will not be undertaken in 2021/2022.		
Focus Area: To support the central business district (CBD) and commercial areas as activity places during day and night.		
Action	Network	% Complete
Prepare for Launceston City Heart CBD traffic changes.	Infrastructure and Assets	10%
Comment		
Preliminary intersection and streetscape layout determined based on required traffic function. This project is on hold until there is a clearer direction on the transport hub project.		
Focus Area: To support the central business district (CBD) and commercial areas as activity places during day and night.		
Action	Network	% Complete
Continue work on the Launceston City Heart Transport Hub.	Infrastructure and Assets	2%

Comment		
Pre-functional design with associated estimate complete. Investigation and design for required pavement works in Dechaineux Way commenced.		
Focus Area: To support the central business district and commercial areas as activity places during day and night.		
Action	Network	% Complete
Deliver redevelopment of the former Birchalls building.	Chief Executive Officer	25%
Comment		
The Expression of Interest (Eol) process to identify a preferred proponent and re-development proposal is still live and is currently awaiting determination of the dispute in respect to the Paterson Street central carpark site. Once there is certainty on the future of this site, the Council will be able to finalise the Eol process and move into the next phase of the project to re-develop the Birchalls building.		
Focus Area: To promote and enhance Launceston's rich heritage, culture and natural environment.		
Action	Network	% Complete
Launceston Heritage List Review and Precincts <ul style="list-style-type: none"> Continue review of the City of Launceston's local heritage list. 	Community and Place	80%
Comment		
The datasheets for Stage 5 have been received and are currently being reviewed. A project plan to progress the heritage list review is currently being developed.		
Focus Area: To promote and enhance Launceston's rich heritage, culture and natural environment.		
Action	Network	% Complete
Complete implementation of the <i>TASMANAC</i> Tourism Information Platform in collaboration with State partners.	Creative Arts and Cultural Services	100%
Comment		
The Queen Victoria Museum and Art Gallery's inputs for the initial content ingestion have been completed and, therefore, this project has been marked as complete. It needs to be noted that the overall project, being managed by the Tasmanian Museum and Art Gallery, is yet to be finalised. This is beyond the control of the QVMAG.		
Focus Area: To promote and enhance Launceston's rich heritage, culture and natural environment.		
Action	Network	% Complete
Complete implementation of the Digital Culture Experience in collaboration with State partners <ul style="list-style-type: none"> Collection Management System (DCE). <i>Augmented Reality Education App</i>. 	Creative Arts and Cultural Services	95%

Comment		
The <i>Augmented Reality Education App</i> has been completed and is awaiting its go live status, pending the Department of Education/State Growth's decision on hosting and maintenance of the App. The DCE project is now undergoing final development towards platform hosting, live testing and then finally full operation.		
Focus Area: To promote and enhance Launceston's rich heritage, culture and natural environment.		
Action	Network	% Complete
QVMAG Collection Audit <ul style="list-style-type: none"> Continue to create consistent and accessible records for each asset/object. 	Creative Arts and Cultural Services	7%
Comment		
The multi-year Collection Audit is ongoing. The current focus of the project is the Visual Arts and Design (VAD) collection which is 7% complete. QVMAG staff from the history department have commenced auditing the extensive historic photographic collection. Digitisation of the QVMAG's accession registers has commenced. This work is being completed by an external contractor.		
Focus Area: To promote and enhance Launceston's rich heritage, culture and natural environment.		
Action	Network	% Complete
Plan and launch new exhibitions of QVMAG permanent collections with a focus on contemporary and local stories <ul style="list-style-type: none"> Open Storage - Inveresk. Main Gallery - Royal Park. 	Creative Arts and Cultural Services	80%
Comment		
<p>New permanent displays were opened at the Art Gallery at Royal Park on 31 July 2021.</p> <p>Planning for the Open Storage display at Inveresk is underway and new exhibitions are in development for the Sign Writer's Shop and HJ King in the Inveresk Mezzanine gallery. Completion of the Open Storage display, Sign Writer's Shop and HJ King exhibition will roll over to 2022/2023 financial year.</p>		
Focus Area: To promote and enhance Launceston's rich heritage, culture and natural environment.		
Action	Network	% Complete
Commence implementation of the Cultural Strategy for the City of Launceston.	Community and Place	100%
Comment		
Implementation of the Cultural Strategy is well underway. An action plan is being developed and a number of Year 1 actions have already been implemented.		
Focus Area: To promote and enhance Launceston's rich heritage, culture and natural environment.		
Action	Network	% Complete
Launceston Place Brand implementation.	Community and Place	100%

Comment
A Launceston Place Brand Policy was adopted by Council on 27 January 2022. All creative concepts have been finalised and are available for public use at www.launnie.com.au . The implementation plan is being refined and rolled out and discussions with multiple stakeholders are underway as to how they can best use the Place Brand.

Strategic Priority 5: We Serve and Care for our Community by providing equitable and efficient services that reflects needs and expectations of our community.

We are invested in our community's long term health, well-being, safety and resilience. We want to be trusted and respected by our community.

10-Year Goal: To offer access to services and spaces for all community members and to work in partnership with stakeholders to address the needs of vulnerable communities.

Focus Area: To plan for and provide services and facilities that recognise the changing demographics and needs of our community.		
Action	Network	% Complete
Implement the Council's commitments from the <i>My Place My Future</i> Plan.	Community and Place	95%
Comment		
The majority of projects listed for the 2021/2022 financial year have been completed, including those for which grant funding was successfully obtained. Successfully implemented projects have included the second round of <i>Ignite Us</i> leadership development, more public WiFi projects, road safety program, neighbourhood development program <i>Say G'day on Bin Day</i> , skate park event in Ravenswood in May, vandalism literature review and some work with the Youth Advisory Group. Two projects for which full expenditure was not completed included a version of community grants and work on the Northern Recreation Hub, which are progressing separately.		
Focus Area: To define and communicate our role in promoting social inclusion and equity.		
Action	Network	% Complete
Development of a Social Inclusion Framework.	Community and Place	30%
Comment		
This project has been carried over until 2022/2023.		
Focus Area: To define and communicate our role in promoting social inclusion and equity.		
Action	Network	% Complete
Develop a Council wide Aboriginal Partnership Plan.	Chief Executive Officer	95%

Comment		
The Council's Officers have undertaken significant engagement in respect to the development of the Plan. This has involved one on one meetings with Aboriginal community members, workshops with the Executive and Senior Leadership Teams as well as with the Councillors. The Plan will be finalised in June and will be submitted to Council for consideration in August.		
Focus Area: To define and communicate our role in promoting social inclusion and equity.		
Action	Network	% Complete
Develop an Action Plan under the Access Framework for Action.	Community and Place	100%
Comment		
The 2021/2022 Action Plan has been developed and endorsed by the Access Advisory Committee. The 2022/2023 Action Plan is now being finalised.		
Focus Area: To define and communicate our role in promoting social inclusion and equity.		
Action	Network	% Complete
Implement the action plan for the Access Framework.	Community and Place	75%
Comment		
The 2022/2023 Action Plan is being finalised with input from the Access Advisory Committee and various internal stakeholders. There is great support and willingness to implement actions that will make a difference to people with accessibility issues.		
Focus Area: To work in partnership with community organisations and other levels of government to maximise participation opportunities for vulnerable and diverse members of the community.		
Action	Network	% Complete
Continue to roll out the <i>ABCDE</i> Learning Sites community development program to communities across the municipality.	Community and Place	100%
Comment		
The Kings Meadows <i>ABCDE</i> Learning Site is complete. Planning work has commenced for the Invermay Learning Site for 2022/2023.		
Focus Area: To develop and manage infrastructure and resources to protect our community from natural and other hazards.		
Action	Network	% Complete
Develop planning controls for levee protected areas.	Community and Place	100%
Comment		
Community survey and flood risk analysis and the planning controls for levee protected areas have been completed.		

Strategic Priority 6: We *Protect our Environment* by caring for our unique natural assets and amenity and sensitively managing future development opportunities.

We strive to minimise the impact of our actions on the environment, while planning for, adapting to and managing the impact of climate change. We want to protect the special character and values of our city for future generations.

10-Year Goal: To enhance the unique natural character, values and amenity of our City by minimising the impacts of our organisation's and our community's activities in the environment.

Focus Area: To reduce our and the community's impact on the natural environment.		
Action	Network	% Complete
Implement the City of Launceston Sustainability Strategy and Carbon Reduction Plan to achieve carbon neutrality and sourcing 100% renewable energy for the Council's owned buildings by 2025.	Infrastructure and Assets	100%
Comment		
The <i>Towards Zero Emissions Action Plan</i> (formerly the <i>Carbon Reduction Plan</i>) has been approved by Council. Priority actions for 2021/2022 have been undertaken and in sight for asset owners to inform upcoming budgets. The <i>Sustainability Action Plan</i> was completed and endorsed by Council in January 2022. The 2021/2022 implementation actions listed in the <i>Sustainability Action Plan</i> have been progressed. There is a continued implementation of the Sustainability Strategy as an action in Council's 2022/23 Annual Action Plan.		
Focus Area: To contribute to air and river quality improvements in Launceston.		
Action	Network	% Complete
Support the Tamar Estuary Management Taskforce. Provide technical support for TasWater/NRM North in implementation of the <i>kanamaluka</i> /Tamar Estuary River Health Action Plan (catchment management and combined system improvements, public education and policy development).	Infrastructure and Assets	100%
Comment		
Technical support is being provided as required. The focus areas throughout 2021/2022 have been on finalising the Tamar Estuary Management Taskforce vision and refining works planned to address the Tidal Prism issues. The Council has continued to support TasWater in its delivery of the planned infrastructure improvements.		

Strategic Priority 7: We are a *City Planning for our Future* by ensuring our approach to strategic land-use, development and infrastructure investment is coordinated, progressive, and sustainable.

We play a leading role in balancing the enviable amenity of our municipality with the needs of future development and growth. We want to influence the delivery of the right investment for our City and Region.

10-Year Goal: To facilitate appropriate development via integrated land-use planning, infrastructure investment and transport solutions within our municipality and region.

Focus Area: To ensure that our application of the land-use planning system at a local and regional level is effective and efficient.		
Action	Network	% Complete
Launceston Planning Scheme, Local Provisions Schedule.	Community and Place	100%
Comment		
The Council's Officers have completed the local provisions schedule and it has been submitted to the Tasmanian Planning Commission for assessment. The public hearings into scheme representations were finalised on 17 May 2022. It is anticipated that the Tasmanian Planning Commission will finalise its assessment in July with the scheme coming into effect shortly afterwards. This action has been marked as complete as all of the Council's work has been completed.		
Focus Area: To take a strategic approach to development sites and infrastructure investment within the municipality to maximise public benefit and encourage development and investment.		
Action	Network	% Complete
Commence project to identify highest and best use of the Council's owned buildings and land.	Organisational Services	15%
Comment		
Internal working group established and development of framework has commenced.		
Focus Area: To take a strategic approach to development sites and infrastructure investment within the municipality to maximise public benefit and encourage development and investment.		
Action	Network	% Complete
Northern Regional Land Use Strategy Review.	Community and Place	100%
Comment		
Stage 1 review has been completed. Work commenced on preparation for a broader review in conjunction with Northern Tasmania Development Corporation and State Government.		
Focus Area: To take a strategic approach to development sites and infrastructure investment within the municipality to maximise public benefit and encourage development and investment.		
Action	Network	% Complete
Develop a Place Making Framework.	Community and Place	10%
Comment		
This has been rescheduled to the 2022/2023 financial year.		

Focus Area: To improve and maintain accessibility, transport options and infrastructure within the Launceston area, including its rural areas.		
Action	Network	% Complete
Implement the Launceston Transport Strategy.	Infrastructure and Assets	90%
Comment		
A work plan has been completed to complement the Launceston Transport Strategy. The initiatives contained within the first four years of the work plan are in various stages of completion. The shared micro-mobility trial is well underway and the Transport Committee has commenced. A network wide risk assessment is being undertaken to prioritise transport safety improvements and proposed speed limit changes are ready to present to Council.		
Focus Area: To improve and maintain accessibility, transport options and infrastructure within the Launceston area, including its rural areas.		
Action	Network	% Complete
Continue work on South Prospect Residential Growth Strategy and Masterplan.	Community and Place	75%
Comment		
Preliminary work to support a rezoning is at an advanced stage.		
Focus Area: To ensure our suite of strategic planning initiatives are coordinated and representative of our community's needs and aspirations.		
Action	Network	% Complete
City Deal Agreement: <ul style="list-style-type: none"> Continue to work with the Federal and State Governments to successfully implement all of the City of Launceston's commitments under the City Deal program to deliver a range of economic and social benefits to the City. 	Chief Executive Officer	100%
Comment		
<p>This project has been marked as complete as the Council has met its 2021/2022 commitments in respect to the implementation of the Launceston City Deal, noting that this is an ongoing project.</p> <p>The Launceston City Deal Executive Board met in Launceston on Tuesday, 5 April 2022 and received a tour of Launceston and the City Deal projects underway. Following the Federal Election, the Council has continued to liaise with all City Deal stakeholders. All three levels of government continue to work collaboratively.</p> <p>The City of Launceston organised two events to support the Planning Institute of Australia's National Congress who held a study tour in Launceston: A Dinner and Discussion event was attended by 60 people including 18 Planners. The panel discussion focused on strategic planning, statutory planning and the role of City Deals. A guided walking tour incorporated City Deal projects, and attendees met with City of Launceston staff and City Deal stakeholders.</p>		

Denham Henty Garden adjacent to Macquarie House is now complete. Street furniture has been installed including a new 4.5m-tall arbour system in Charles Street, between Brisbane and York Streets. The arbour comprises a new overhead garden and a street-level garden featuring native plants, which will be complete in August 2022. This will see Launceston City Heart Stage 1 complete.

Launceston City Heart Stage 2 is awaiting the *Building Better Regions Fund* Round 6 grant announcement.

The recently endorsed *QVMAG Futures Plan* builds on the Cultural Strategy, setting out five key directions and four priority projects.

Focus Area: To ensure our suite of strategic planning initiatives are coordinated and representative of our community's needs and aspirations.

Action	Network	% Complete
City Deal Agreement - determination of projects for additional five years.	Chief Executive Officer	85%

Comment

Research and detailed analysis on potential projects is completed. The Council's contribution has been prepared for the 2022 - 2027 Implementation Plan. The Implementation Plan has been delayed due to the timing of the election. This is expected in late 2022.

The Federal election and change of government has understandably delayed the release of the Implementation Plan. The City of Launceston's contribution and assessment of projects has progressed. The Council's Officers will continue to work with government partners to complete the determination of projects and release the Implementation Plan in accordance with revised timelines.

CARRIED 8:0

FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris, Councillor T G Walker and Councillor K M Preece

AGAINST VOTE: Nil

ABSENT at TIME of VOTE: Councillor K P Stojansek

Councillor K P Stojansek re-attended the Meeting at 2.48pm

**17.4 City of Launceston Four Year Delivery Plan 2019/2020 - 2023/2024:
2022 Edition**

FILE NO: SF6955

AUTHOR: Courtney Osborne (Corporate Performance and Planning Officer)

GENERAL MANAGER APPROVAL: Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider the City of Launceston Four Year Delivery Plan 2019/2020 - 2023/2024: 2022 Edition.

PREVIOUS COUNCIL CONSIDERATION:

Council - 17 June 2021 - Agenda Item 19.5 - City of Launceston Four Year Delivery Plan 2019/2020 - 2023/2024: 2021 Edition

Workshop - 27 May 2021 - Draft City of Launceston Four Year Delivery Plan 2019/2020 - 2023/2024: 2021 Edition

RECOMMENDATION:

That Council endorses the City of Launceston Four Year Delivery Plan 2019/2020 - 2023/2024: 2022 Edition (Doc Set ID No 4750629).

DECISION: 28 July 2022

MOTION

Moved Deputy Mayor Councillor D C Gibson, seconded Councillor A G Harris.

That Council endorses the City of Launceston Four Year Delivery Plan 2019/2020 - 2023/2024: 2022 Edition (Doc Set ID No 4750629).

CARRIED 9:0

FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor K P Stojansek, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris, Councillor T G Walker and Councillor K M Preece

AGAINST VOTE: Nil

17.5 2021/2022 Budget - Budget Amendments

FILE NO: SF6817/SF7334

AUTHOR: Nathan Williams (Manager Finance)

GENERAL MANAGER APPROVAL: Louise Foster (Organisational Services Network)

DECISION STATEMENT:

For Council to:

1. consider changes to the Council's 2021/2022 Statutory Estimates.

Recommendation 1. requires an absolute majority of Council.

2. consider adjustments made during 1 June to 30 June 2022 by the Chief Executive Officer to the 2021/2022 Budget.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. pursuant to section 82(4) of the *Local Government Act 1993* (Tas) and by an absolute majority, approves the following changes to the 2021/2022 Statutory Estimates:
 - (a) Revenue
 - i. the net decrease in revenue from external grants and contributions of \$22,369,133.
 - (b) Expenses
 - i. the net decrease in operations expenditure of \$256,120.
 - (c) Capital Works Expenditure
 - i. the net decrease in expenditure from external funds of \$22,369,133.
 - ii. the increase in the Council's funded expenditure of \$256,120.
 2. notes that amendments from Recommendation 1. result in:
 - (a) the operating deficit being amended to \$4,328,620 (including capital grants of \$2,450,060) for 2021/2022.
 - (b) the capital budget being decreased to \$25,873,353 for 2021/2022.
 3. pursuant to section 82(7) of the *Local Government Act 1993* (Tas), receives the Chief Executive Officer's report on adjustments to the 2021/2022 budget for the period 1 June to 30 June 2022.
-

DECISION: 28 July 2022

MOTION

Moved Councillor A G Harris, seconded Councillor K M Preece.

That Council:

1. pursuant to section 82(4) of the *Local Government Act 1993* (Tas) and by an absolute majority, approves the following changes to the 2021/2022 Statutory Estimates:
 - (a) Revenue
 - i. the net decrease in revenue from external grants and contributions of \$22,369,133.
 - (b) Expenses
 - i. the net decrease in operations expenditure of \$256,120.
 - (c) Capital Works Expenditure
 - i. the net decrease in expenditure from external funds of \$22,369,133.
 - ii. the increase in the Council's funded expenditure of \$256,120.
2. notes that amendments from Recommendation 1. result in:
 - (a) the operating deficit being amended to \$4,328,620 (including capital grants of \$2,450,060) for 2021/2022.
 - (b) the capital budget being decreased to \$25,873,353 for 2021/2022.
3. pursuant to section 82(7) of the *Local Government Act 1993* (Tas), receives the Chief Executive Officer's report on adjustments to the 2021/2022 budget for the period 1 June to 30 June 2022.

CARRIED BY ABSOLUTE MAJORITY 9:0

FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor K P Stojansek, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris, Councillor T G Walker and Councillor K M Preece

AGAINST VOTE: Nil

17.6 2022/2023 Budget - Budget Amendments

FILE NO: SF7463/SF6939

AUTHOR: Nathan Williams (Manager Finance)

GENERAL MANAGER APPROVAL: Louise Foster (Organisational Services Network)

DECISION STATEMENT:

For Council to consider changes to the Council's 2022/2023 Statutory Estimates.

Recommendation 1. requires an absolute majority of Council.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. pursuant to section 82(4) of the *Local Government Act 1993* (Tas) and by an absolute majority, approves the following changes to the 2022/2023 Statutory Estimates:
 - (a) Revenue
 - i. the net increase in revenue from external grants and contributions of \$22,471,803.
 - (b) Capital Works Expenditure
 - i. the net increase in expenditure from external funds of \$22,471,803.
 2. notes that amendments from Recommendation 1. result in:
 - (a) the operating surplus being amended to \$17,541,048 (including capital grants of \$24,093,286) for 2022/2023.
 - (b) the capital budget being increased to \$39,208,856 for 2022/2023.
-

Councillor N D Daking withdrew from the Meeting at 2:53 pm

DECISION: 28 July 2022

MOTION

Moved Councillor A G Harris, seconded Councillor A E Dawkins.

That Council:

1. pursuant to section 82(4) of the *Local Government Act 1993* (Tas) and by an absolute majority, approves the following changes to the 2022/2023 Statutory Estimates:
 - (a) Revenue
 - i. the net increase in revenue from external grants and contributions of \$22,471,803.
 - (b) Capital Works Expenditure
 - i. the net increase in expenditure from external funds of \$22,471,803.
2. notes that amendments from Recommendation 1. result in:
 - (a) the operating surplus being amended to \$17,541,048 (including capital grants of \$24,093,286) for 2022/2023.
 - (b) the capital budget being increased to \$39,208,856 for 2022/2023.

CARRIED BY ABSOLUTE MAJORITY 9:0

FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor R I Soward, Councillor K P Stojansek, Councillor A E Dawkins, Councillor P S Spencer, Councillor A G Harris, Councillor T G Walker and Councillor K M Preece

AGAINST VOTE: Nil

18. CLOSED COUNCIL

This decision requires an absolute majority of Council

RECOMMENDATION:

That Council moves into Closed Session to consider the following matters:

18.1 Confirmation of the Minutes

Regulation 35(6) of the *Local Government (Meeting Procedures) Regulations 2015* states that at the next closed meeting, the minutes of a closed meeting, after any necessary correction, are to be confirmed as the true record by the council or council committee and signed by the chairperson of the closed meeting.

18.2 Lease - Punchbowl Cottage

Regulation 15(2) of the *Local Government (Meeting Procedures) Regulations 2015* states that a part of a meeting may be closed to the public to discuss:

- (f) proposals for the council to acquire land or an interest in land or for the disposal of land.
- (g) information of a personal and confidential nature or information provided to the council on the condition it is kept confidential.

18.3 Annual Remission of Rates and Charges - Year Ended 30 June 2022

Regulation 15(2) of the *Local Government (Meeting Procedures) Regulations 2015* states that a part of a meeting may be closed to the public to discuss:

- (g) information of a personal and confidential nature or information provided to the council on the condition it is kept confidential.

DECISION: 28 July 2022

MOTION

Moved Councillor P S Spencer, seconded Councillor A G Harris.

That Council moves into Closed Session.

CARRIED BY ABSOLUTE MAJORITY 8:0

FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor K P Stojansek, Councillor A E Dawkins, Councillor P S Spencer, Councillor A G Harris, Councillor T G Walker and Councillor K M Preece
AGAINST VOTE: Nil

Council moved into Closed Session at 2.54pm
Council returned to Open Session at 3.02pm

18.4 End of Closed Session

DECISION: 28 July 2022

MOTION

Moved Councillor A G Harris, seconded Councillor T G Walker.

That, pursuant to Regulation 34(1)(b) of the *Local Government (Meeting Procedures) Regulations 2015*, resolves to report in Open Session that it has considered the following matters in Closed Session.

Agenda Item	Matter	Brief Description
18.1	<i>Closed Council Minutes - 14 July 2022</i>	<i>Confirmation of the Minutes of the Closed Meeting of the City of Launceston Council held on 14 July 2022.</i>
18.2	<i>Lease - Punchbowl Cottage</i>	<i>Councillors endorsed a two year lease for Punchbowl Cottage.</i>
18.3	<i>Annual Remission of Rates and Charges - Year Ended 30 June 2022</i>	<i>Councillors endorsed the annual rates and charges remission for the year ended 30 June 2022.</i>

CARRIED 8:0

FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor K P Stojansek, Councillor A E Dawkins, Councillor P S Spencer, Councillor A G Harris, Councillor T G Walker and Councillor K M Preece
AGAINST VOTE: Nil

19. MEETING CLOSURE

The Mayor, Councillor A M van Zetten, closed the Meeting at 3.03pm.

20. NEXT COUNCIL MEETING DATE

The next Ordinary Meeting of Council will be held at 1.00pm on 11 August 2022 at the Council Chambers, Town Hall, 18-28 St John Street, Launceston.